



LOCATION:

WASHOE COUNTY COMMISSION CHAMBERS
1001 E. 9th Street, Bldg. A, Reno

DATE April 19, 2019
TIME 9:00 a.m.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY
BOARD MEETING AGENDA

I. The Washoe County Commission Chamber is accessible to individuals with disabilities. Requests for auxiliary aids to assist individuals with disabilities should be made with as much advance notice as possible. For those requiring hearing or speech assistance, contact Relay Nevada at 1-800-326-6868 (TTY, VCO or HCO). Requests for supporting documents and all other requests should be directed to Denise Thompson at 775-348-0400 and you will receive a response within five business days. Supporting documents may also be found on the RTC website: www.rtcwashoe.com.

II. The RTC has a standing item for accepting public input on topics relevant to the jurisdiction of the RTC. Because specific items may be taken out of order to accommodate the public and/or the Commission, public input on all items will be received under Item 2. The RTC Chairman may permit public input to be taken at the time a specific agenda item is discussed. Individuals providing public input will be limited to three minutes. Individuals acting as a spokesperson for a group may request additional time. Individuals will be expected to provide public input in a professional and constructive manner. Attempts to present public input in a disruptive manner will not be allowed. Remarks will be addressed to the Board as a whole and not to individual commissioners.

III. The Commission may combine two or more agenda items for consideration and/or may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

****ROLL CALL****

PLEDGE OF ALLEGIANCE TO THE FLAG

SPECIAL RECOGNITIONS:

- Proclamation recognizing May 2019 as: National Bike Month and Bicycle Safety Month in Washoe County, Nevada; and Washoe County Bike Month
- Recognition of the St. Patrick's Day Free Ride sponsors

1. APPROVAL OF AGENDA *(For Possible Action)*

2. PUBLIC INPUT

- 2.1 Public Input - *please read paragraph II near the top of this page*
- 2.2 Accept the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees *(For Possible Action)*

3. CONSENT ITEMS

Minutes

- 3.1 Approve the minutes of the March 15, 2019, meeting *(For Possible Action)*

Engineering

- 3.2 Acknowledge receipt of the monthly Engineering Activity Report *(For Possible Action)*
- 3.3 Approve a qualified list of consultants to provide engineering design and construction management services for the Intelligent Transportation Systems (ITS) Program *(For Possible Action)*
- 3.4 Approve a qualified list of consultants to provide engineering design and construction management services for the Traffic Engineering Program *(For Possible Action)*

Public Transportation/Operations

- 3.5 Acknowledge receipt of the monthly Public Transportation/Operations Report *(For Possible Action)*

Planning

- 3.6 Acknowledge receipt of the monthly Planning Activity Report *(For Possible Action)*

Administration

- 3.7 Acknowledge receipt of the monthly Procurement Activity Report *(For Possible Action)*
3.8 Acknowledge receipt of the report regarding indexed fuel taxes in Washoe County as required by NRS 373.065 *(For Possible Action)*

Procurement and Contracts

- 3.9 Approve Amendment No. 1 to the existing Professional Services Agreement (PSA) between the RTC and CA Group, Inc. in the amount of \$23,260 for a new total not to exceed amount of \$263,895, for additional preliminary and final design services related to the Sutro Street/McCarran Boulevard Intersection and Sutro Street from Kuenzli Street to 4th Street of the Reno Consolidated 19-01 Project; authorize the RTC Executive Director to execute the Amendment *(For Possible Action)*
- 3.10 Approve the letter agreements with Reno-Sparks Cab Company, Whittlesea Checker Taxi and Yellow Cab for the Washoe Senior Ride program of discounted taxi fares; authorize the RTC Executive Director to execute the letter agreements *(For Possible Action)*
- 3.11 Approve Amendment No. 2 to the existing Professional Services Agreement (PSA) between the RTC and Headway Transportation, LLC, formerly Traffic Works, LLC, in the amount of \$38,080 for a new not to exceed amount of \$806,080, for additional final design services and engineering services during construction related to Package 3B of the North Valleys Improvement Project; authorize the RTC Executive Director to execute the amendment *(For Possible Action)*
- 3.12 Approve a lease agreement with the Truckee Meadows Regional Planning Agency (TMRPA) for office space at 1105 Terminal Way; authorize the RTC Executive Director to execute the lease *(For Possible Action)*

Inter-agency Agreements

- 3.13 Approve a Cooperative Agreement with NDOT for installing Phase 1 of the Spaghetti Bowl Project otherwise known as the Spaghetti Bowl Xpress (SBX) in the amount of \$10,000,000 per year for three (3) fiscal years; authorize the RTC Chairman to execute the agreement *(For Possible Action)*

~END OF CONSENT AGENDA~

4. DIRECTOR REPORTS

- 4.1 **RTC EXECUTIVE DIRECTOR REPORT** – *verbal report - no action required*
- 4.2 **FEDERAL REPORT** - *no action required*
- 4.3 **NDOT** Monthly updates/messages from NDOT Director Rudy Malfabon – *no action required*

5. PUBLIC TRANSPORTATION AND OPERATIONS

- 5.1 Acknowledge receipt of the draft Smart Trips 2 Work program *(For Possible Action)*

6. ENGINEERING

- 6.1 Acknowledge receipt of the Virginia Street Bus Rapid Transit (BRT) Extension monthly progress report *(For Possible Action)*

- 6.2 Acknowledge receipt of the Oddie/Wells Multi-modal Improvements Project update report (*For Possible Action*)
- 6.3 Acknowledge receipt of the Lemmon Drive Project Update (*For Possible Action*)
- 6.4 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a permanent easement and a temporary construction easement located on APN 014-125-06, and a permanent easement and a temporary construction easement located on APN 014-125-07 from 1215 South Virginia LLC, necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)
- 6.5 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a temporary construction easement on APN 014-066-01 from Paul & Carol Oelsner, LLC, necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)
- 6.6 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire two permanent easements and a temporary construction easement on APN 011-272-20 from Sampuran Hotels, Inc., necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)
- 6.7 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire two temporary construction easements located on APN 011-183-13 and a permanent easement and a temporary construction easement located on APN 011-183-15 from Redbird Reno Liberty DE LLC and 50 West Liberty DE LLC necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)

7. METROPOLITAN PLANNING ORGANIZATION (MPO)

- 7.1 Acknowledge receipt of report on the draft FY 2020-2021 Unified Planning Work Program (UPWP) (*For Possible Action*)
- 7.2 Receive a report on the Vision Zero Task Force of the Truckee Meadows - *No Action Required*
- 7.3 Approve a resolution supporting the Reno Spaghetti Bowl Project (*For Possible Action*)

8. GENERAL ADMINISTRATION

- 8.1 Acknowledge receipt the FY 2020 RTC Tentative Budget and Goals (*For Possible Action*)
- 8.2 **Legal Issues** - Report, discussion and possible action and/or direction to legal counsel and staff following receipt of information on legal issues. The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened. (*For Possible Action*)

9. PUBLIC INPUT - please read paragraph II near the top of this page

10. MEMBER ITEMS

11. ADJOURNMENT(For Possible Action)



PROCLAMATION

Whereas, promoting alternative forms of transportation such as bicycling that help to improve health and well-being in addition to reducing emissions, traffic congestion and America's dependence on fossil fuels; and

Whereas, creating bicycle-friendly communities has been shown to improve quality of life, by fostering community spirit, improving traffic safety, and stimulating economic growth; and

Whereas, bicycle infrastructure in the Truckee Meadows provides great opportunities to positively impact our recreation and tourism industry by making the region attractive to residents, visitors and new businesses relocating to the Truckee Meadows who enjoy healthy lifestyles and the outdoors; and

Whereas, Nevadans will experience the joys and benefits of bicycling during May through educational and safety programs, community events, or going for individual or group bike rides; and

Whereas, the education of our entire community on the safe operation of bicycles, motor vehicles and shared use of streets is important to ensure the safety and respect of all users on Nevada roadways; and

Whereas, the month of May has been declared National Bike Month since 1956,

Now, Therefore, I, Bob Lucey, Chairman of the Regional Transportation Commission of Washoe County, do hereby proclaim the month of May 2019 as: **National Bike Month and Bicycle Safety Month in Washoe County, Nevada; and Washoe County Bike Month**

In and for Washoe County, encouraging all residents and visitors to enjoy the benefits of bicycling, recognizing the importance of bicycle safety, and showing mutual respect and awareness of cyclists and drivers on our streets.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY, NEVADA

By _____
Bob Lucey, RTC Chairman



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 2.1

TO: Regional Transportation Commission

FROM: 

Lee G. Gibson, AICP
Executive Director

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.

LGG/dt



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 2.2

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning

David F. Jickling
Director of Public Transportation

Brian Stewart, P.E.
Engineering Director



Lee G. Gibson, AICP
Executive Director

SUBJECT: April 2019 Advisory Committees Summary Report

RECOMMENDATION

Accept the monthly Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees.

SUMMARY

The RTC has three advisory committees that provide input on a wide range of policy and planning issues as well as key planning documents and the RTC Budget. The committees include:

- The Citizens Multimodal Advisory Committee (CMAC) and is comprised of three individuals who use RTC RIDE, two individuals who use RTC ACCESS, five individuals who represent bicyclists/pedestrians, and five individuals who represent general multimodal transportation. The RTC Board approves appointments to this advisory committee.
- The Technical Advisory Committee (TAC) that includes local public works directors, community development directors, and staff from other key agencies.
- The Regional Road Impact Fee Technical Advisory Committee (RRIF TAC) which was created to oversee and advise the local governments regarding land use classification assumptions and the Capital Improvements Plan (CIP) used in the impact fee program. The RRIF TAC consists of three representatives from each local entity, two RTC representatives and four private sector members who are appointed by the RTC Board.

The agenda and minutes of each advisory committee are provided to the RTC Board.

This staff report summarizes comments along with any action taken by the RTC advisory committees.

FISCAL IMPACT

There is no fiscal impact associated with this agenda item.

ADDITIONAL BACKGROUND

The following describes key actions and comments received from the RTC advisory committees.

Citizens Multimodal Advisory Committee (CMAC)

The CMAC met on April 3, 2019, and recommended approval of the draft FY 2020-2021 Unified Planning Work Program (UPWP). The CMAC also received reports on the status of the Oddie Boulevard/Wells Avenue Multimodal Improvements Project and the Smart Trips 2 Work Program.

Technical Advisory Committee (TAC)

The TAC met on April 3, 2019, and recommended approval of the draft FY 2020-2021 UPWP. The TAC also received reports on the status of the Oddie Boulevard/Wells Avenue Multimodal Improvements Project and the Smart Trips 2 Work Program.

Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

The RRIF TAC met on March 28, 2019, and agreed to a minor text change to the 6th Edition RRIF General Administrative Manual to address Senior Assisted Living and endorsed approval of the 6th Edition Capital Improvement Plan (CIP). The RRIF TAC recommended the RRIF GAM and CIP be forwarded to the RTC Technical Committees and RTC Board for their approval.

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:02 A.M.

March 15, 2019

PRESENT:

**Neoma Jardon, Reno City Council Member, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Oscar Delgado, Reno City Council Member
Kristopher Dahir, Sparks City Council Member (Alternate)
Marcia Berkbigler, Washoe County Commissioner (Alternate)**

**Lee G. Gibson, RTC Executive Director
Dale Ferguson, Legal Counsel
Bill Hoffman, Deputy Director of NDOT**

NOT PRESENT:

**Bob Lucey, Washoe County Commissioner, Chairman
Ron Smith, Sparks City Council Member
Kristina Swallow, Director of NDOT**

The regular monthly meeting, held in the Chambers of the Washoe County Commission, 1001 E. 9th Street, Reno, Nevada, was called to order by Vice Chair Jardon. Following the roll call and the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

Item 1 APPROVAL OF AGENDA

RTC Executive Director Lee Gibson requested that Item 6.4 be removed from the agenda and Commissioner Hartung requested that Item 9, Member Items, be moved up to follow Item 1.

On motion of Commissioner Hartung, seconded by Commissioner Delgado, which motion unanimously carried, Vice Chair Jardon ordered that the agenda for this meeting be approved with the aforementioned changes.

Item 9 MEMBER ITEMS

Commissioner Hartung requested that a report be brought to the next meeting on the Lemmon Drive elevation and widening project and what a phased approach might look like. He also would like to know if the project can be advanced on RTC's CIP and will that effect the time schedule it's already on, and where we are on soliciting a consultant. He would like to discuss a plan on how future development *will* reimburse the RTC if or when we move forward with the widening project. Lastly, he would like to know what, if any, federal issues may arise such as the Clean Water Act requirements or Army Corp Section 404 permits, and if there is any possible federal

funding such as FEMA or Federal Highway funds and what the schedule might be for those agencies.

Item 2.1 PUBLIC INPUT

Vice Chair Jardon opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are or are not included in the current agenda.

Mr. Mark Casey, representing Wood Rodgers, addressed the Board to thank them, along with the cities of Reno and Sparks, for letting them play a part in the 4th/Prater project. Then he presented a plaque and an informational poster board while announcing the 4th/Prater project as Project of the Year.

Commissioner Dahir asked to get a copy of the poster board shown at the meeting.

Ms. Kaci Thomas, representing ASCE - TMB, addressed the Board to announce the award of the ASCE Transportation Project of the Year for the 4th Street/Prater Way project. She then named the multitude of partners on this project and presented a plaque to the RTC. A plaque will also be given to Spanish Springs Construction and Wood Rogers for their participation in the project.

Mr. Matthew Rogers, local resident, supports importance of beautifully designed bike racks planned for installation on RTC projects but wants to make sure they are also functional and meet the needs of riders. He suggested a standardized design for bike racks be created for installation around the city.

Ms. Kate Thomas, representing Washoe County, thanked the RTC for their strategic partnership in helping to bring the 2019 Transforming Local Government conference to Reno. She then discussed some of the events that will occur at the conference.

Mr. John McCann, representing the Truckee Meadows Bicycle Alliance, first thanked the RTC for its continued support of the Truckee Meadows Bicycle Alliance by donating time and meeting space as well as staff support. Second, he wants to make sure the bike racks being installed in Midtown are functional and artistic, but mostly functional. He would like to participate in the selection if possible. He also supports the two-way cycle track planned for installation on a portion of the Oddie Boulevard but would like to see it extended along the entire project.

Mr. Andrew Samuelson, representing the Truckee Meadows Bicycle Alliance, supports the two-way cycle track planned for installation on a portion of the Oddie Boulevard project but would also like to see it extended along the entire project. He also thanked the RTC for welcoming members of the public to be a part of the process.

Dr. John Sagebiel, representing Truckee Meadows Bicycle Alliance, said they have been working with UNR to improve connectivity between the campus and the downtown corridor. He supports the two-way cycle track planned for installation on a portion of the Oddie Boulevard project but would like to see it extended along the entire project.

Ms. Rebekah Stetson, local resident, supports the two-way cycle track planned for installation on a portion of the Oddie Boulevard project but would like to see it extended to 9th Street.

There being no one else wishing to speak, the Chair closed public input.

Commissioner Dahir requested that Item 9 be re-opened and made a motion to that effect, seconded by Commissioner Hartung and upon a vote, passed unanimously, so Item 9 was re-opened.

Commissioner Dahir requested that an update on the Oddie/Wells project be brought to either the April or May meeting.

Commissioner Hartung mentioned a vertical bicycle rack that had been presented to the City of Reno a few years back, saying that it was really effective, secure and innovative. He suggested that someone look into finding the information on that.

Commissioner Dahir said that when conversation came up about potential Microtransit being tested out in Sparks, some of the senior residents took that to mean transit reach would be farther out, but now it sounds like that might not happen, so he would like to have a conversation on making it happen.

Item 2.2 ADVISORY COMMITTEES SUMMARY REPORT

On motion of Commissioner Dahir, seconded by Commissioner Berkgigler, which motion unanimously carried, Vice Chair Jardon ordered that receipt of the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees be acknowledged.

Item 3.1 thru 3.15 CONSENT ITEMS

E.D. Gibson requested that Items 3.14 and 3.15 be pulled for discussion; Commissioner Dahir requested that Item 3.7 and 3.9 and 3.15 be pulled for discussion.

Minutes

3.1 Approve the minutes of the February 15, 2019, meeting (*For Possible Action*)

Engineering

3.2 Acknowledge receipt of the monthly Engineering Activity Report (*For Possible Action*)

Public Transportation/Operations

3.3 Acknowledge receipt of the monthly Public Transportation/Operations Report (*For Possible Action*)

Planning

- 3.4 Acknowledge receipt of the monthly Planning Activity Report (*For Possible Action*)**

Administration

- 3.5 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)**
- 3.6 Approve modification of RTC Management Policy P-27 Code of Ethical Standards (*For Possible Action*)**

Procurement and Contracts

- 3.7 *Pulled for discussion***
- 3.8 Authorize the RTC Executive Director to exercise Option Year One under the contract with Universal Protection Service, LP, dba Allied Universal Security Services (Allied Universal) for security services, and approve an amendment that increases the compensation under the contract for Option Year One to \$789,452, and the compensation for Option year two to \$812,371 (*For Possible Action*)**
- 3.9 *Pulled for discussion***
- 3.10 Authorize the procurement for the selection of Engineering Professional Services for the Design of the Center Street Cycle Track and Sierra Street Bicycle Lane Project (*For Possible Action*)**
- 3.11 Approve an agreement with ViriCiti in an amount not to exceed \$86,305 for a technology package to provide real-time status monitoring of electric buses and charging stations; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)**
- 3.12 Approve a Professional Services Agreement (PSA) with Kimley-Horn in an amount not to exceed \$200,000.00 for consulting services on the University Area Multimodal Transportation Study; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)**
- 3.13 Authorize the procurement for the selection of Engineering Professional Services for the Eagle Canyon Extension Alignment Alternatives and Planning and Environmental Linkages (PEL) Study (*For Possible Action*)**
- 3.14 *Pulled for discussion***

Inter-Agency Agreements

- 3.15 *Pulled for discussion***

On motion of Commissioner Hartung, seconded by Commissioner Delgado, which motion carried unanimously, Vice Chair Jardon ordered that Consent Items 3.1 through 3.15 be approved with the exception of Items 3.7, 3.9, 3.14, and 3.15 which were pulled for discussion.

- 3.7 Approve an amendment with Loomis Armored US, LLC to extend the term of option year two of their current agreement to June 30, 2019. The amendment adds approximately \$30,000 for a new not-to-exceed amount of \$143,000; authorize the RTC Executive Director to execute the amendment (*For Possible Action*)**

Commissioner Dahir asked how much has been spent so far when there are only three months remaining on the contract and is it approximately \$10,000 per month.

Ms. Stephanie Haddock, RTC Finance Director and CFO, responded that yes, about \$10,000 per month is spent for servicing all of the RTC's ticket vending machines at the two transit centers, they also pick up the fare box money, count it and then deposit it.

On motion of Commissioner Dahir, seconded by Commissioner Delgado, which motion unanimously carried, Vice Chair Jardon ordered that Item 3.7 be approved.

3.9 Approve a Master Services Agreement with CA Group, Inc. to provide engineering design and construction management services for the Bus Stop Improvement and Connectivity Program (Bus Stop ICP) for up to three years; approve Task Order #1 for the 2019 construction season in an amount not-to-exceed \$441,705; authorize the RTC Executive Director to execute the agreement and task order (*For Possible Action*)

Commissioner Dahir asked what the status is on improvements to the existing bus stops that have problems and are just sitting.

Mr. Brian Stewart, RTC Director of Engineering, responded that this contract includes some of those repairs but it will be phased, beginning in the first year with construction of the first 60 of the stops and tackling some of the more difficult stops in the two years following.

Commissioner Dahir wants to make sure that this is not only looking at a specific area but is regional in scope.

Mr. Stewart confirmed that it is a region-wide project.

Commissioner Hartung agrees that some turn-outs be taken care of where needed along with whatever right-of-way may be needed. He would like the project to start within the core area and work out from there.

On motion of Commissioner Dahir, seconded by Commissioner Hartung, which motion unanimously carried, Vice Chair Jardon ordered that Item 3.9 be approved.

3.14 Approve the agreement with Keolis Transit Services, LLC for four years plus two, three-year options, in an amount not-to-exceed \$ 241,980,310, for the operation and maintenance of RTC RIDE Fixed-Route Service; and authorize the RTC Executive Director to execute the agreement (*For Possible Action*)

E.D. Gibson explained that at the previous meeting there were several concerns raised by the commissioners, so he wanted to note that those concerns were all incorporated into this agreement, such as retention of workforce, customer satisfaction surveys and a possible phone app, as well as a periodic check-in to the commission on service performance. He then thanked all participants in this procurement, adding that there was quite a bit of extra effort put forth. He also thanked MV Transportation and wished them well in the future.

On motion of Commissioner Dahir, seconded by Commissioner Berkbigler, which motion unanimously carried, Vice Chair Jardon ordered that Item 3.14 be approved.

3.15 Approve an Interlocal Cooperative Agreement (ICA) between the RTC and the City of Reno in an amount not to exceed \$120,000 for Midtown Bike Racks and Benches (Virginia Street Bus Rapid Transit Project); authorize the RTC Executive Director to execute the agreement (For Possible Action)

E.D. Gibson explained that with approval by the FTA, this ICA removes the bike racks and benches from the Midtown portion of the Virginia Street project and transfers those budgeted funds to the City of Reno. It will now be the fiduciary responsibility of the City of Reno, in cooperation with the RTC, to select the benches and bike racks for the Midtown section of the corridor. He then thanked staff from the City of Reno for their help in working together.

Commissioner Dahir asked if this is normal protocol to transfer funds on a project like this or is it a new protocol. He added that he believes the City of Sparks pays for their own benches.

E.D. Gibson said that the RTC does quite often pay for benches and bike racks, such as at the rest areas along the multi-use path on the Southeast Connector. He then further explained that this agreement basically takes the RTC money and moves it to Reno so they can choose their specific benches and bike racks.

Commissioner Hartung clarified that the staff report specifically states that the RTC will reimburse the City of Reno for the design, purchase and installation of the bike racks and benches up to the budgeted amount of \$120,000, but no more than that amount. The RTC is not simply handing over \$120,000 to the City of Reno.

E.D. Gibson confirmed.

On motion of Commissioner Dahir, seconded by Commissioner Delgado, which motion unanimously carried, Vice Chair Jardon ordered that Item 3.15 be approved.

Item 4.1 PUBLIC HEARING - no earlier than 9:10 a.m. Time Certain:

Discussion and recommendation to approve the resolution adopting Amendment No. 2 to the FFY 2018-2022 Regional Transportation Improvement Program (RTIP) and the Self Certification for the metropolitan transportation planning process.

Ms. Amy Cummings, RTC Director of Planning and Deputy Executive Director, gave a presentation to explain the purpose of this amendment. The amendment will include specific NDOT Safety Improvements as well as the one-year pilot program to jump-start the RTC RIDE Universal Access Transit Pass (U-Pass). The RTC will fund the first year start-up and the University would then fund subsequent years. She then offered to answer any questions. (Presentation available by contacting dthompson@rtcwashoe.com)

Commissioner Hartung asked what the NDOT upgrades are going to be in Wadsworth.

Ms. Lori Campbell, NDOT Traffic Safety Engineer, responded that two pedestrian improvements and a multi-use path are being installed.

Commissioner Hartung asked what those pedestrian improvements will connect.

Ms. Campbell said they are crossings that will connect near the school and the community center.

This being a public hearing, Vice Chair Jardon opened the meeting to public input and called on anyone wishing to speak on this topic.

Mr. Ryan McKinny addressed the board to request that the crosswalks on McCarran and Greg have audible signals.

There being no one else wishing to speak, public input for this item was closed.

On motion of Commissioner Hartung, seconded by Commissioner Dahir, which motion unanimously carried, Vice Chair Jardon ordered that the resolution adopting Amendment No. 2 to the FFY 2018-2022 Regional Transportation Improvement Program (RTIP) and the Self Certification for the metropolitan transportation planning process be approved.

Item 5.1 thru 5.3 DIRECTOR REPORTS

Item 5.1 RTC Executive Director Report

E.D. Gibson spoke briefly on the following topics which were upcoming at the time of this meeting:

1. The St Patrick's Day FREE Safe RIDE was the Sunday following this meeting. Free transit service began at 4 pm and continued until 2 am. All regular scheduled RTC transit services were free to the public.
2. On Tuesday, March 26th, the RTC would be hosting the South Meadows Multimodal Transportation Study community meeting at Damonte Ranch High School and would be livestreamed on Facebook.
3. On Thursday, March 28th, the RTC planned to host the Oddie Wells Project public meeting at the Washoe County Senior Center at the Washoe County Complex on 9th Street at 5 pm. The presentation was scheduled to begin at 5:30 pm and would be livestreamed on Facebook.
4. The RTC is in the process of preparing a grant application to the U.S. Department of Transportation for the Automated Driving System (ADS) Demonstration Grant for "A Living Lab Ecosystem: Connecting Cars, Full-sized Transit Buses and Intersections with Automated Driving Systems in Northern Nevada."

The application will be submitted in partnership with the University of Nevada, Reno, Proterra, Easy Mile and the City of Reno.

This project will bring advanced connected vehicle technology and a proven Advanced Driving Systems together in a public transit setting to advance the research and development of ADS technology.

Using a 40-foot battery electric Proterra bus and a Level-3 autonomous vehicle, this project expands upon the pioneering efforts of UNR's Nevada Center for Applied Research, Intelligent Mobility Initiative to test and refine systems in which vehicles sense their environment and communicate with other vehicles, infrastructure, and people.

Commissioner Hartung suggested calling the Free RIDE program the "Green Line" for the night.

Item 5.2 RTC Federal Report

A written update is available in the staff report materials for this item, but E.D. Gibson also touched upon the fact that staff needs to start gearing up and preparing a list of reauthorization issues that will be a priority for the RTC. He would also like to take suggestions on project delivery improvements to the delegation, with lessons learned on the Southeast connector project.

Commissioner Berkbigler said she had toured the Lemmon Valley Drive area and found that it is truly scary how big the lake has become and the majority of the snowpack hasn't even melted yet. That area is definitely a priority that needs help from the government.

Commissioner Dahir said he had just returned from Washington DC and the National League of Cities is very much on-board with transportation matters in the area and so were members of the delegation.

Item 5.3 NDOT Director Report

NDOT Deputy Director Bill Hoffman thanked Lori Campbell for attending and speaking on the Wadsworth improvements.

He mentioned to Commissioners Delgado and Jardon that NDOT is still on-board and moving forward with the Business Improvement District contribution and that their legal representatives made sure they could legally enter into that ICA. Also, the North Valleys and Spaghetti Bowl projects are still on schedule. He specifically thanked Mr. Ray Lake and Ms. Rodriguez, local residents, for their support for Northern Nevada and for making the trip to Carson City every month.

He continued, saying that NDOT and the Airport Authority were able to find a way to keep the southbound fly-over ramp in place, adding that it took a lot of resourcefulness, thoughtfulness and engineering to make that happen and he thanked the NDOT staff who worked to make that happen.

Lastly, he said he had learned not to close any lanes on Steamboat Drive during the hours kids are going to school - it was a mess. He then offered to answer any questions.

Commissioner Dahir thanked Mr. Hoffman for coming to the table to work out a way to keep that ramp as many people were concerned about a drop in tourism for the region. He also asked for continued updates on I-80 to the Tri-Center because traffic keeps getting worse and worse.

Mr. Hoffman said that NDOT is working very closely with the RTC and other stakeholders in the area; they are in the process of a transportation study and have another feasibility study trying to look at alternate routes to the Tri-Center. An unsolicited proposal was submitted to NDOT but they are not ready to go that route just yet. The whole thing will most likely come down to funding because with the North Valleys project and the Spaghetti Bowl, added to the Tri-Center issues, it will require two to three billion dollars needed to finish the needs of Northern Nevada.

Commissioner Dahir asked if Storey County is involved at all.

Mr. Hoffman said they are and have had several meetings to come up with solutions.

Commissioner Hartung thanked Mr. Hoffman for NDOT's participation but would like commuter rail to still be a consideration for going out to the Tri-Center. He then asked NDOT and the RTC to give great consideration for the need of signalization at Egyptian and Sunset Springs at Pyramid Highway as it has already met the warrants, it is a turn-in for Alice Taylor Elementary and is where school buses and children are crossing over the highway. He would like to see an acceleration lane coming off the haul road southbound onto Pyramid Highway as has been requested in the past and; lastly, there is a need to widen the section of the highway north of Egyptian due to all of the development going on out that way.

Vice Chair Jardon asked again about North McCarran and Keystone improvements as it is getting more dangerous every day and there is more development is going in up there in the near future.

Mr. Hoffman said he will commit to looking in to the requests made today.

Commissioner Dahir said he receives a lot of complaints about the area Commissioner Hartung discussed earlier (near the school) and it gets even worse when activities such as Burning Man are taking place.

Commissioner Berkgigler departed the meeting at 10:42 a.m.

Item 6.1 thru 6.5 ENGINEERING

- 6.1 Acknowledge receipt of the Virginia Street Bus Rapid Transit (BRT) Extension monthly progress report (*For Possible Action*)

Mr. Jeff Wilbrecht, RTC Project Manager, addressed the Board to give a presentation update on the status of the Virginia Street BRT Extension project. He stated that the utility relocation portion of the project is winding down and has gone very smoothly overall. There was one area that conflicted with AT&T where the storm drainage installation at Center St. and Vassar St. had to be postponed until early April. He added that by doing this advance utility relocation, the construction of the curb and gutter work will be sped up in the next phase of the project. The road is currently open to two-way traffic.

For the construction phase of the project the design plans are 100% completed and are being used in negotiations for the CMAR contractor. He then explained some of the details of the negotiations underway. He also said that he hopes to bring some of the modified BRT station design concepts to the April board meeting.

He went on to explain the purpose of the 150 total right-of-way discussions that have been completed or are underway. There are a few that require a full parcel for construction and many more that are only temporary construction easements to allow for modifications. The RTC negotiates with property owners until an agreement can be made and only uses condemnation proceedings as the very last resort.

Lastly, Mr. Wilbrecht updated the commissioners on the outreach that's been done over the past month or so, including events, council presentations, business support workshops, etc. He added that there will be a project office on-site once construction begins but at this point, the details are still being worked out. He then offered to answer any questions.

Vice Chair Jardon wants to make sure that during this continued process, everyone needs to be sensitive to the business owners and residents as this is their livelihoods that are at stake. She asked for more specifics on the start date for construction.

Mr. Wilbrecht said that optimistically, June 17th will be the start date.

Vice Chair Jardon asked for confirmation that the businesses and/or business owners will be notified before construction begins in front of their respective storefronts.

Mr. Wilbrecht confirmed and added that at the start of construction, the side streets will be completed first which will allow for more parking while Virginia Street itself is under construction. He added that work will start on one side of Virginia St within a specific section and when that is complete, construction will move to the other side of the street and it will go back and forth from there. This is to ensure that businesses are not impacted for too long on either side. (Presentation available by contacting dthompson@rtcwashoe.com)

On motion of Commissioner Hartung, seconded by Commissioner Delgado, which motion unanimously carried by those present, Vice Chair Jardon ordered that receipt of the report be acknowledged.

6.2 Acknowledge receipt of the Bus Stop Improvement and Connectivity Program (Bus Stop ICP) progress report (*For Possible Action*)

Mr. Brian Stewart, RTC Director of Engineering, addressed the Board to provide a presentation update on this project. The RTC has over 1,000 active bus stops and more than 60% of them do not currently have an ADA compliant pad, so improvements must be made effectively and in the most cost effective manner. There is \$1.6 million budgeted for the current fiscal year (FY 2019) and \$2 million budgeted for FY 2020, with another \$2 million anticipated for the FY 2021 budget. Shelters, benches and trash receptacles will be improved under a separate agreement at a later date.

Mr. Stewart concluded his presentation and offered to answer questions. (Presentation available by contacting dthompson@rtcwashoe.com)

Commissioner Hartung suggested that travel lane issues must also be looked into and provided examples of specific locations.

Commissioner Dahir asked for continued communication to the entities once a specific “plan of attack” is in place so that they can provide accurate information to their constituents. He added that there is potential legislation put in by the League of Cities that, if passed, may help with this project.

Commissioner Delgado asked how the improvements are prioritized.

Mr. Stewart said that in the first year, it will be determined by the fastest and easiest fixes, along with the higher ridership numbers. In the next budget cycle, the improvements will continue and then the more difficult and challenging sites will be upgraded in the final year.

Commissioner Delgado suggested that location also be considered as a factor for prioritization, such as stops in front of medical facilities or senior centers.

Vice Chair Jardon said that those stops near medical facilities or senior centers most likely also have higher ridership which is one of the determining factors.

On motion of Commissioner Delgado, seconded by Commissioner Dahir, which motion unanimously carried by those present, Vice Chair Jardon ordered that receipt of the progress report be acknowledged.

6.3 Approve a Resolution of Condemnation authorizing RTC’s legal counsel to commence condemnation proceedings to acquire a permanent easement and a temporary construction easement on APN 011-133-04 from 7-Eleven, Inc. (formerly the Southland Corporation), necessary to construct the California & Keystone Interchange Enhancements Project (*For Possible Action*)

Mr. Brian Stewart, RTC Director of Engineering, said that the RTC has moved forward with the design for the California & Keystone Interchange Enhancements Project and right-of-way is needed to construct the sidewalk and pedestrian ramp improvements.

Approval of this Resolution of Condemnation is needed to avoid any delay on the project, but the RTC will continue to work with the property owners with the hope an agreement will be made.

On motion of Commissioner Delgado, seconded by Commissioner Dahir, which motion unanimously carried by those present, Vice Chair Jardon ordered that Resolution of Condemnation authorizing RTC’s legal counsel to commence condemnation proceedings to acquire a permanent easement and a temporary construction easement on APN 011-133-04 from 7-Eleven, Inc.

(formerly the Southland Corporation), necessary to construct the California & Keystone Interchange Enhancements Project be approved.

6.4 *Pulled from the agenda per Item 1.*

6.5 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire the full fee acquisition of the parcel known as APN 014-063-08 from Romero et al, necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)

Mr. Brian Stewart, RTC Director of Engineering, said that the right-of-way is needed for a full acquisition of this parcel to support construction of the round-about at Virginia St. and Mary.

Approval of this Resolution of Condemnation is needed to avoid delay on the project, but the RTC will continue to work with the property owners with the hope an agreement will be made.

On motion of Commissioner Delgado, seconded by Commissioner Dahir, which motion unanimously carried by those present, Vice Chair Jardon ordered that Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire the full fee acquisition of the parcel known as APN 014-063-08 from Romero et al, necessary to construct the Virginia Street Bus Rapid Transit Extension Project be approved.

Item 7 LEGAL MATTERS

Report, discussion and possible action and/or direction to legal counsel and staff following receipt of information on legal issues. The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened.

Legal Counsel Dale Ferguson said he had no items for discussion.

Item 8 PUBLIC INPUT

Vice Chair Jardon opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

Mr. Bill Hoffman, NDOT Deputy Director, thanked Scot Miklos, RTC Trip Reduction Analyst, for meeting with NDOT staff to begin the process of starting a ride share program with his agency.

Mr. Michael Ake, Sr. Vice President for Operations of Keolis Transit America, wished to thank the Board for their approval of the contract presented earlier. His company looks forward to working with the RTC and helping to improve the transit system.

There being no one else wishing to speak, the Chair closed public input.

At the request of Commissioner Hartung, a motion was made by Commissioner Dahir to reopen Item 9 which had previously been moved up to follow Item 1. The motion was seconded by Vice Chair Jardon and upon a vote, passed unanimously by those present.

Item 9 MEMBER ITEMS

Commissioner Hartung said he had seen a ride share van being used for personal use very late at night.

E.D. Gibson said that an item will be brought to the next meeting to go over the terms and conditions of the ride share program.

Commissioner Dahir extended an invitation to the NV Veterans Memorial Groundbreaking, March 29th at 10:00 a.m. on the west side of the marina.

Item 10 ADJOURNMENT

On motion of Commissioner Dahir, seconded by Commissioner Delgado, which motion carried unanimously, Vice Chair Jardon ordered that the meeting be adjourned.

There being no further business to come before the Board, the meeting adjourned at 11:00 a.m.

NEOMA JARDON, Vice Chair
Regional Transportation Commission



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.2

TO: Regional Transportation Commission

FROM: Brian Stewart, P.E.
Engineering Director



Lee G. Gibson, AICP
Executive Director

SUBJECT: RTC Engineering Activity Report

RECOMMENDATION

Acknowledge receipt of the monthly Engineering Activity Report.

CAPACITY/CONGESTION RELIEF PROJECTS

ITS Pilot Project, Design of Phase 2 ITS Connectivity

This pilot project will connect traffic signal systems of the City of Reno, the City of Sparks, Washoe County, and NDOT through fiber optic communication lines. This project also includes design of Phase 2A and 2B, which will expand communication to outlying signal systems and install ITS devices to monitor and remotely adjust traffic signals to respond to special events, changing traffic conditions, provide information to drivers and traffic incidents. Construction of the Pilot Project is complete. The ITS Phase 2A Project began on June 7, 2018, and is now complete. Phase 2B is currently under design with advertisement scheduled for summer 2019.

North Valleys Improvements

Package 3 is currently in final design stages. Package 3 will include installation of a new traffic signal at the Lemmon Drive/North Virginia Street intersection. Advertisement is planned for April 2019 with construction taking place in summer 2019.

Package 3B is currently at 90% design. Package 3B includes adding capacity to the right turn lane at North Virginia Street/Business 395. This Project also includes improvements to two bus stop pads located within the Project area, and associated access and drainage improvements. Construction of this package is tentatively scheduled for late summer of 2019.

Regional Road Impact Fees (RRIF) funds and Fuel Tax funds have been allocated as part of the 2019 Program of Projects for this project. RRIF funds have been allocated as part of the 2020 Program of Projects for this project.

Pyramid and McCarran Intersection Improvement

The project is complete. RTC staff and consultants continue to work through final warranty items with the contractor and the City of Sparks. NDOT has provided relief of maintenance to Granite and taken over maintenance responsibilities. RTC is working with NDOT and the City of Sparks to resolve irrigation system issues. Landscape establishment has been extended to July 31, 2019.

Traffic Engineering (TE) Spot 7 Project

The TE Spot 7 project included a new traffic signal at the intersection of Prater Way and Lillard Drive and continues improvements to regional intersections focusing on enhancements to traffic signal operations: including replacement of malfunctioning video detection cameras with in-ground loop detectors and battery backup systems to keep traffic signals operating during power outages. The traffic signal at Prater Way and Lillard Drive is complete.

The scope of the TE Spot 7 project also includes:

Remove Pedestrian Scramble

Victorian at 11th & 14th

Battery backup systems

Sparks Blvd. at Springland/O'Callahan

New signal cabinet, detection loops and battery backup system

Prater at Howard (new cabinet and remove split phase)

Prater at Pullman

Prater at Vista

Vista at Whitewood

Virginia at 9th

South Meadows at I-580 southbound off ramp (add cabinet to west intersection)

Mill at Wells (add loops north and south legs)

Replace old video detection system

Pyramid at Golden View

Mt Rose at Wedge

South Meadows at Double R

Longley at Maestro

Longley at Patriot

Virginia at Grove

Install Flashing Yellow Arrow (FYA)

Mill at I580 SB on- ramp westbound to southbound left turn

Mill at I580 NB on- ramp westbound to northbound left turn

The TE Spot 7 project construction is ongoing with the scheduled completion anticipated in March 2019. However, paving and striping operations will not resume until suitable temperatures are reached.

Traffic Signal Coordination 5 Project

Following a three year cycle schedule, the project includes review and timing optimization of approximately one-third (1/3) of the signals in the region per year. For 2018, 92 intersections were re-timed. For 2019, nine corridors, roughly 230 intersections will have new timing implemented. Timing plans are developed in coordination with RTC/UNR. In the process, re-evaluation of the clearance intervals and pedestrian crossing times are calculated at each intersection to make sure it is up to current standards.

Process for signal retiming

1. Collect traffic & signal data
2. Input timings into model and evaluate existing signal timing & develop new timing.
3. Implement timing in the field
4. Fine-tune timing
5. Conduct before-after studies

Completed Corridors (196 signals as of April 2019)

1. Wells Avenue – (Ryland Street to E. 9th Street)
2. Vista Boulevard – (Eastbound I-80 Off/On Ramps to S. Los Altos Parkway)
3. Sparks Boulevard – (Eastbound I-80 Off/On Ramps to Los Altos Parkway)
4. N. McCarran Boulevard/Clear Acre Lane – (Sutro Street to Sullivan/N. McCarran Boulevard to Scottsdale)
5. Pyramid Highway (Disc Dr. to Lazy 5)
6. Kietzke Ln/Mill Street – (Peckham Lane to Glendale Avenue/Kietzke Lane to Terminal Way)
7. W. McCarran Boulevard/Mae Anne – (Plumb Lane to W. 7th Street/W. McCarran to Sierra Highlands)
8. S. McCarran/Kietzke Lane/Virginia Street
 - a. On McCarran Blvd - Greensboro Drive to Mill Street
 - b. On Virginia St. – Kietzke Ln to S. McCarran Blvd
 - c. On Kietzke Ln. – S. Virginia St. to Sierra Rose Dr.
 - d. On Longley Ln – Peckham Ln to S. McCarran Blvd.
9. Pyramid Way
 - a. I-80 to Sparks Blvd including two intersections of McCarran Boulevard at Rock Boulevard & 4th Street
10. Downtown Reno (45 signals)
11. Keystone Ave (6 Signals) – W. 7th St. to W. 1st St.
12. Damonte Ranch (7 signals) – Zolezzi Ln to Double R Blvd, and Double R Blvd at Double Diamond
13. Rock Blvd (9 signals) – Greg St to Prater Way
14. Sun Valley Blvd (6 Signals) – Dandini to 7th Ave

Progress as of Mid-March 2019

- Prater Way – Evans Ave to 15th St – TSP implementation almost complete for Prater Way.
- North Downtown Reno/UNR (8 Signals) – New timing completed.
- Sun Valley Blvd (6 Signals) – New timing completed.
- South Meadows Pkwy (5 signals) – Virginia St to Double R – Data collection initiated.
- S. Virginia St (19 Signals) – Data Collection initiated

Traffic Engineering (TE) Spot 8 – Package 1 Project

Currently under design with 90% plans, advertisement for construction in June 2019.

The scope of this project includes:

Flashing Yellow Arrow – East/West

Keystone Avenue at 7th Street
East Lincoln Way at Marina Gateway Drive
Mill Street at Kirman Avenue

Flashing Yellow Arrow – North/South

McCarran Boulevard at Neil Road

Battery Back-Up Systems

Mae Anne Avenue at Coit Plaza
Oddie Boulevard at I-80 Ramps (both sides)
Wells Avenue at I-80 Ramps (both sides)
Wells Avenue at 6th Street

Traffic Signal

Evans Avenue at Enterprise Road

Traffic Engineering (TE) Spot 8 – Package 2 Project

The project includes a new traffic signal at the intersection of Red Rock Road and Silver Lake Road and capacity improvements at the North McCarran Boulevard and U.S. 395 Interchange. Ninety percent (100%) design is completed and under review. Advertisement is expected by the end of April.

CORRIDOR IMPROVEMENT PROJECTS

4th Street/Prater Way Bus Rapid Transit (BRT) Project (Evans Avenue to Pyramid Way)

Construction is complete. RTC is currently working on the signal timing of the project area and then will start working on the Traffic Signal Prioritization (TSP) for the buses.

Virginia Street RAPID Extension

A detailed monthly progress report will be given on this project for April. Additional information can be viewed at: <http://virginiastreetproject.com/>

Truckee River Shared Use Path Project

The proposed pathway will start at John Champion Memorial Park and continue along the south side of the Truckee River. The existing pathway in this segment of the river currently crosses to the north side of the river at the park as it continues eastward. The proposed pathway will be about 2,400 lineal feet in length, continuing below Interstate 580 (I-580) to meet up with the existing pathway located near the Walmart east of I-580. This project was included in the fiscal year (FY) 2017 Program of Projects. The design portion of this project is funded through federal funds and includes oversight by NDOT through a Local Public Agency (LPA) agreement.

Thirty percent design plans are under review and work continues on the environmental documentation that is required for the project.

Pyramid Highway and US 395 Connection

Signature of the ROD by FHWA was received on December 7, 2018. In accordance with the EIS and the RTC's RTP, the project is anticipated to be designed and constructed in phases over approximately a 20-year period. The current estimated cost of the overall project is \$800 million and will relieve congestion on the Pyramid Highway, McCarran Boulevard and other regional roads and provide connectivity between the North Valleys, Sun Valley and Spanish Springs.

Oddie Boulevard/Wells Avenue Improvement Project (60% Design Phase)

On March 20, 2019, a Stakeholder meeting with RSCVA was held. A bi-monthly coordination meeting with staff from Cities of Reno and Sparks was held on March 26, 2019. After submitting 30% Design plans, a Public Meeting was held on March 28, 2019. Cycle track and bicycle lane options have been presented to the cities to evaluate maintenance.

Sun Valley Boulevard Corridor Improvement Project (NEPA and Preliminary Design Phase)

Preliminary design work is underway with a 30% Design scheduled at the end of May 2019 and 60% Design by mid-December 2019. A Public Meeting is scheduled for April 24, 2019 at the Sun Valley Neighborhood Center.

BICYCLE AND PEDESTRIAN IMPROVMENTS (2018)

Keystone Avenue at California Avenue

The final design builds upon Alternative F as identified in the Keystone Avenue Corridor Study. Anticipated improvements include the re-alignment of the Keystone and California intersection, lane reconfigurations, pavement section reconstruction, sidewalk, curb and gutter, new PROWAG compliant pedestrian sidewalks and ramps and other incidentals necessary for the final design of this facility. The design is complete. Pending completion of ROW (easement) acquisitions, construction is now expected to begin in June and occur primarily during Reno High School's (RHS) summer break.

Mill Street (I-580 to McCarran Boulevard)

This scope of this project is to design and construct various complete street improvements along Mill Street from I-580 to McCarran Boulevard, as identified in the RTC Complete Streets Masterplan completed in July 2016 and the Mill/Terminal corridor study completed in March 2013. Although this roadway segment has had some existing complete street treatments, more improvements have been identified to conform to the RTC masterplan. The emphasis of this project is to assess and identify improvements for pedestrians, bicyclists, and transit riders as well as motorists. Deficiencies in pedestrian access related to Charter Schools and AACT High School in the area as well as a number of ADA deficient bus stops have been identified. Preliminary design continues with 50% plan review completed and 90% plans under development. ROW impacts are minor, but numerous and identifying and addressing those issues will be a major focus over the coming months. Construction is not anticipated to begin until early 2020.

PAVEMENT PRESERVATION PROJECTS

2018 Preventive Maintenance (Various Locations)

The 2018 Preventive Maintenance Program was suspended last fall and construction will resume this spring pending favorable weather.

2019 Preventive Maintenance (Various Locations)

Bids were received in March and the project has been awarded to the low bidder, Sierra Nevada Construction, Inc. Construction is anticipated to begin in May.

Clean Water Way

The limits of this project are from East McCarran Boulevard to second gated entrance to the Truckee Meadows Water Reclamation Facility (TMWRF). The Professional Services Agreement was awarded to Eastern Sierra Engineering, P.C. on April 12, 2018. The project includes reconstruction of the existing roadway, correction of any localized drainage deficiencies, and other features necessary for the rehabilitation of Clean Water Way. The project recently advertised for bids and was awarded to Sierra Nevada Construction Inc. (SNC). Work will begin as soon as the environmental conditions are favorable enough to install the improvements.

Reno Consolidated 19-01- Sutro Street, 1st Street, Lake Street, and State Street Project

The project includes rehabilitation/reconstruction of the following street segments: Sutro Street from Commercial Row to 4th Street and from McCarran Boulevard to 1,400' north, 1st Street from Center to Lake, Lake Street Truckee River Bridge, and State Street from Virginia to Sinclair Street. Analyzing the feasibility of installing bike lanes on Sutro Street from 4th Street to Kuenzli Street is underway and geometric modifications at the Sutro/McCarran intersection are being designed to improve alignment and better accommodate the southbound to eastbound left-turn movement. Pending these design modifications the project will advertise for bids in late June/early July with construction beginning in August of this year.

Reno Consolidated 19-02 – North Hills Boulevard and Hunter Lake Drive Project

The Professional Services Agreement was awarded to Wood Rodgers, Inc. on October 1, 2018. The project includes rehabilitation/reconstruction of the following street segments: North Hills Boulevard from Golden Valley Road to Lemmon Drive (including Buck Drive intersection) and the intersection of Hunter Lake Drive at Foster Drive. Fifty percent (50%) plans were submitted to City of Reno on January 30, 2019. We are working with the City to address comments and move forward with final design.

Reno Consolidated 19-03 – Sierra Highlands Drive, Colbert Drive, Hammill Lane, Ralston Street, and Ohm Place Project

The Professional Services Agreement for design and engineering during construction was awarded to Eastern Sierra Engineering (ESE). The project includes rehabilitation/reconstruction of the following street segments: Sierra Highlands Drive from the NDOT right-of-way on McCarran Boulevard to Idlebury Way; Colbert Drive from Longley Lane to 300 feet northwest of Longley Lane; Hammill Lane from Kietzke Lane to the eastern terminus; Ralston Street from University Terrace to Eleventh Street; and Ohm Place from Mill Street to 500 feet south. ESE is in the 90% design stages of the project. The project is scheduled to advertise at the end of May 2019 with construction scheduled to start the middle of July 2019.

Sparks Consolidated 19-01 – 15th Street, Franklin Way, Hulda Court, and El Rancho Sidewalk Project

The Professional Services Agreement was awarded to CFA, Inc. on October 1, 2018. Ninety percent (90%) design plans have been submitted for review. The project includes rehabilitation/reconstruction of the following street segments: 15th Street from C Street to Prater Way, Franklin Way from the Rail Road crossing to East Greg Street, Hulda Court, and sidewalk improvements on El Rancho Drive from G Street to Oddie Boulevard. Construction is anticipated to start in July.

REPORT ON NEGOTIATED SETTLEMENT AGREEMENTS FOR THE ACQUISITION OF PROPERTY

Project	Property Owner	Purchase Amount	Amount Over Appraisal
Virginia Street BRT Extension	Kathy Walker	\$9,180.00	\$2,490
Virginia Street BRT Extension	Hanco, Ltd.	\$1,686.00	\$0
Virginia Street BRT Extension	John C. Hancock	\$1,902.00	\$0
Virginia Street BRT Extension	ZX Ranch, LLC	\$3,160.00	\$0
Virginia Street BRT Extension	Maria Hatjopoulos et al	\$4,958.00	\$0

Project	Property Owner	Purchase Amount	Amount Over Appraisal
Virginia Street BRT Extension	Hi Rollers, LLC	\$1,571.00	\$0
Virginia Street BRT Extension	South Midtown Properties, LLC	\$70,925.00	\$0
Virginia Street BRT Extension	Leah K. Bader	\$4,186.00	\$300
Virginia Street BRT Extension	One Liberty C2K LLC	\$3,074.00	\$0
Virginia Street BRT Extension	Gorelick Investment Group III, LLC	\$2,434.00	\$0

CONTRACTS UNDER \$50,000

None

ENGINEERING ON-CALL WORK ASSIGNMENTS

Attachment A summarizes the work assignments on the engineering pre-qualified on-call lists. Engineering Department consultant assignments will be reported upon Board approval of the professional services agreement with each firm.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

On Call Consultant Summary

Engineering, Construction Management & Quality Assurance			
BOARD APPROVAL DATE	FIRM	PROJECT NAME	AMOUNT
No work has been assigned this period			

Independent Cost Estimating (ICE)			
BOARD APPROVAL DATE	FIRM	PROJECT NAME	AMOUNT
No work has been assigned this period			

Traffic Engineering			
BOARD APPROVAL DATE	FIRM	PROJECT NAME	AMOUNT
No work has been assigned this period			

Engineering Services - Categories
List is valid through June 30, 2019

Engineering, Construction Management & Quality Assurance	Independent Cost Estimating (ICE)
Atkins North America, Inc. CA Group, Inc. CFA, Inc. CH2M Hill, Inc. Eastern Sierra Engineering HDR Engineering, Inc. Jacobs Engineering Group, Inc. Louis Berger Group, Inc. Lumos & Associates, Inc. Nichols Consulting Engineers Parsons Transportation Poggemeyer Design Group, Inc. Stantec Consulting Services Inc. Wood Rodgers, Inc.	CA Group CH2M Hill HDR Engineering, Inc. Stanley Consultants Inc.

Traffic Engineering Services - Categories
List valid through September 28, 2018

Traffic Engineering	I.T.S.	Traffic Surveys & Data
Aecom	Aecom	CA Group
CA Group	Atkins	HDR Engineering, Inc.
Cardno	HDR Engineering, Inc.	Jacobs
CH2M Hill	Iteris	LSC Transportation Consultants, Inc.
HDR Engineering, Inc.	Jacobs	Parsons Brinkerhoff
Iteris	Kimley-Horn & Associates	Solaegui
Jacobs	Parsons Brinkerhoff	STE Sierra Transportation Engineers, Inc.
Kimley-Horn & Associates	Stantec	TRA Traffic Research and Analysis, Inc.
Parsons Brinkerhoff	Traffic Works	Traffic Works
SHG Slater Hanafin Group		
Solaegui Engineers, LTD		
Stantec		
Traffic Works		



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.3

TO: Regional Transportation Commission

FROM: Blaine Petersen
Engineer II

A handwritten signature in black ink, appearing to read "Lee G. Gibson", is written over a horizontal line. Below the line, the text "Lee G. Gibson, AICP" and "Executive Director" is printed in a black, sans-serif font.

Lee G. Gibson, AICP
Executive Director

SUBJECT: Qualified Consultant List for the Intelligent Transportation Systems (ITS) Program

RECOMMENDATION

Approve a qualified list of consultants to provide engineering design and construction management services for the Intelligent Transportation Systems (ITS) Program.

SUMMARY

Staff conducted a comprehensive qualifications based procurement process consistent with state law and RTC Management Policy P-13. RTC issued a Request for Statements of Qualifications for the Intelligent Transportation Systems (ITS) Program (RTC 19-11) on January 18, 2019. A selection team consisting of RTC staff and local agency representatives reviewed, evaluated and scored the statements of qualifications received. Pursuant to the terms of RTC 19-11, the three (3) consultants with the highest scores were selected for the list (see Attachment A). After Board approval of the list, the RTC will then award contracts to consultants on the list as projects are identified after further project specific evaluations are completed. The list will be effective for a period of three years.

FISCAL IMPACT

No fiscal impact will result from this action.

PREVIOUS ACTIONS BY BOARD

January 18, 2019 Authorized the procurement of Qualified Lists of consultants to provide engineering design and construction management services for the Traffic Engineering Program and the Intelligent Transportation Systems (ITS) Engineering Program

ADDITIONAL BACKGROUND

The purpose of the qualified list is for the RTC to assign projects to firms on the qualified list according to level of demonstrated qualifications and capacity. These services will support delivery of the projects and programs identified in RTC's 2040 Regional Transportation Plan, 10-year Capital Improvement Plan, 5-year Regional Transportation Improvement Program, and pavement preservation program. RTC expects to program approximately \$2 million to \$3 million a year for the Intelligent Transportation Systems (ITS) Program, which RTC expects will result in approximately one to two project assignments a year from the list.

Selection onto the list does not constitute an offer to enter into a contract. The list is unranked and the RTC may assign multiple projects to the same firm when deemed prudent due to the size, nature, or interrelatedness of the projects and the consultant's demonstrated qualifications and ability to execute them. RTC reserves the right not to award any contracts to any firm if it is not in the best interest of the RTC.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this report.

Attachment

Qualified List of Consultants

Intelligent Transportation Systems (ITS) Program – Request for Statements of Qualifications (RTC 19-11)

Atkins North America, Inc.

Headway Transportation, LLC

Kimley-Horn and Associates, Inc.

List is alphabetical and not sorted by rank or scoring. The list becomes effective on April 19, 2019, and expires April 19, 2022.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.4

TO: Regional Transportation Commission

FROM: Blaine Petersen
Engineer II



Lee G. Gibson, AICP
Executive Director

SUBJECT: Qualified Consultant List for the Traffic Engineering Program

RECOMMENDATION

Approve a qualified list of consultants to provide engineering design and construction management services for the Traffic Engineering Program.

SUMMARY

Staff conducted a comprehensive qualifications based procurement process consistent with state law and RTC Management Policy P-13. RTC issued a Request for Statements of Qualifications for the Traffic Engineering Program (RTC 19-05) on January 18, 2019. A selection team consisting of RTC staff and local agency representatives reviewed, evaluated and scored the statements of qualifications received. Pursuant to the terms of RTC 19-05, the five (5) consultants with the highest scores were selected for the list (see Attachment A). After Board approval of the list, the RTC will then award contracts to consultants on the list as projects are identified after further project specific evaluations are completed. The list will be effective for a period of three years.

FISCAL IMPACT

No fiscal impact will result from this action.

PREVIOUS ACTIONS BY BOARD

January 18, 2019 Authorized the procurement of Qualified Lists of consultants to provide engineering design and construction management services for the Traffic Engineering Program and the Intelligent Transportation Systems (ITS) Engineering Program

ADDITIONAL BACKGROUND

The purpose of the qualified list is for the RTC to assign projects to firms on the qualified list according to level of demonstrated qualifications and capacity. These services will support delivery of the projects and programs identified in RTC's 2040 Regional Transportation Plan, 10-year Capital Improvement Plan, 5-year Regional Transportation Improvement Program, and pavement preservation program. RTC expects to program approximately \$4 million to \$6 million a year for the Traffic Engineering Program, which RTC expects will result in approximately three to five project assignments a year from the list.

Selection onto the list does not constitute an offer to enter into a contract. The list is unranked and the RTC may assign multiple projects to the same firm when deemed prudent due to the size, nature, or interrelatedness of the projects and the consultant's demonstrated qualifications and ability to execute them. RTC reserves the right not to award any contracts to any firm if it is not in the best interest of the RTC.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this report.

Attachment

Qualified List of Consultants

Traffic Engineering Program – Request for Statements of Qualifications (RTC 19-05)

CA Group, Inc.

Headway Transportation, LLC

Kimley-Horn and Associates, Inc.

Slater Hanifan Group, Inc.

Stantec, Inc.

List is alphabetical and not sorted by rank or scoring. The list becomes effective on April 19, 2019, and expires April 19, 2022.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.5

TO: Regional Transportation Commission

FROM: David F. Jickling
Director of Public Transportation and Operations


Lee G. Gibson, AICP
Executive Director

SUBJECT: RTC Public Transportation and Operations Report

RECOMMENDATION

Acknowledge receipt of the monthly Public Transportation and Operations Report.

HIGHLIGHTS



16th Annual St. Patrick's Day Safe RIDE Program

The RTC through the generous support of its contributing sponsors: Atkins, CA Group, Inc., HDR, NCE and Sierra Nevada Construction; and partners LAMAR Advertising, KOLO 8 News Now and Cumulus radio stations including News Talk 780 KOH, 95.5 The Vibe, Wild 102.9 and K-Bull 98.1 helped

people celebrate responsibly on St. Patrick's Day. This program, in its 16th year, provided safe transportation for people celebrating the holiday. Between 4pm to 2am, RTC RIDE provided 8,442 free rides.

RTC issues Notice to Proceed to Keolis

On March 28, 2019, RTC issued a Notice to Proceed to Keolis Transit Services, LLC to begin the transition and start-up activities to take over the operation and maintenance of the RTC RIDE's fixed route service effective July 1, 2019. The RTC has been meeting every two weeks with the Keolis transition team to ensure a successful implementation. RTC's current contractor, MV, is also working collaboratively with RTC and Keolis to maintain continuity in the service.



May 4, 2019, RTC RIDE Service Change

The upcoming RIDE service change focuses on improving the reliability of service on weekends, building on the schedule improvements made last October for weekday timetables, which significantly improved weekday on-time performance.

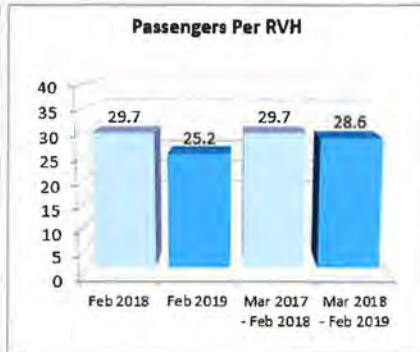
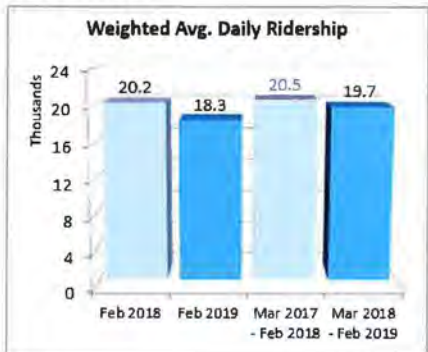
Transportation Demand Management Update (TDM)

- **Vanpools increased** from 157 to 164 with over 90 vans serving the Tahoe Reno Industrial Center (TRI). Staff provided information on the vanpool program and potential park-n-ride locations at the South Meadows public hearing on March 26th.
- **Transportation Management Association.** RTC staff participated in two events at Tesla on March 26th and 28th. Discussions are continuing with My Ride to Work, Story County and EDAWN toward creating a Transportation Management Association at the Tahoe Reno Industrial Center.
- **Updated Smart Trips website.** The Smart Trips website has been completely revamped and now includes better vanpool matching services, as well as transportation options throughout the region. TripSpark, a national ridesharing website developer, is working on developing a Smart Trips App for both Google and Apple smart phones. The apps should be available by the end of April.
- **Smart Trips 2 Work program (ST2W)**
The RTC, in partnership with the Washoe County Health Department, is developing a voluntary trip reduction program designed to be a resource for businesses of all sizes to help reduce the number of single occupant vehicles (SOV's) during the morning and afternoon commute periods. The ST2W program is being designed to satisfy future Employee Trip Reduction (ETR) requirements should local jurisdictions choose to require this as a condition on new development projects. Staff will provide an overview of the program later in the agenda.

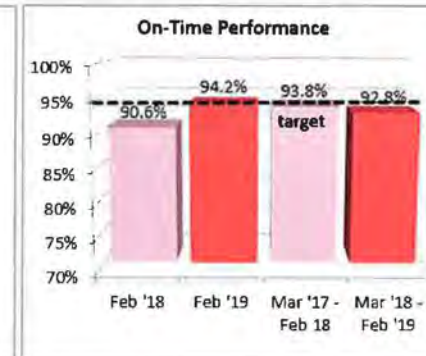
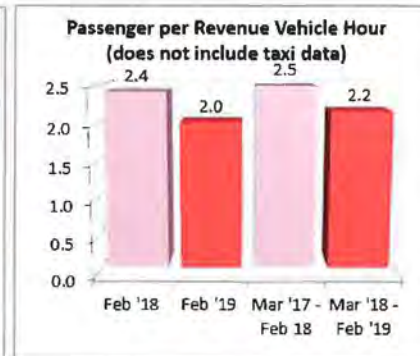
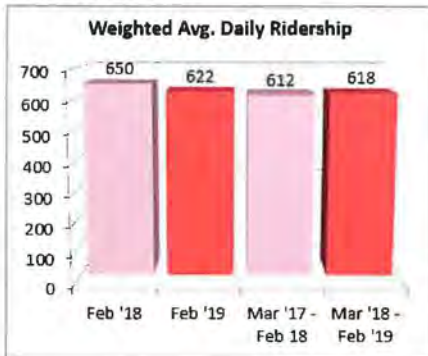


FEBRUARY 2019 TRANSIT PERFORMANCE

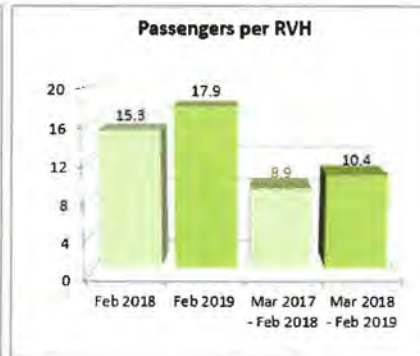
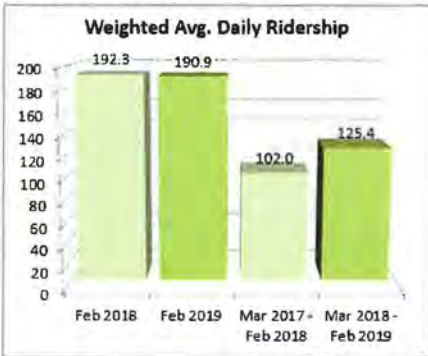
RTC RIDE



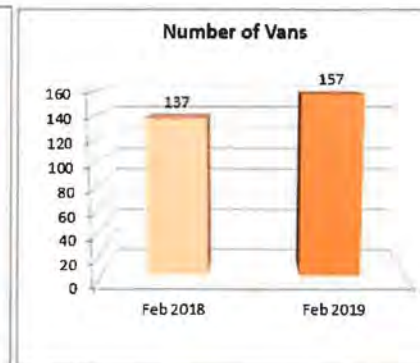
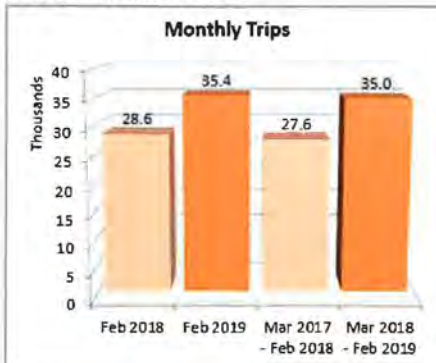
RTC ACCESS



TART



RTC VANPOOL



RTC Transit Performance Statistics¹

Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Feb 2019	Percent Change	Feb 2018	Mar 2018 - Feb 2019	Percent Change	Mar 2017 - Feb 2018
Monthly Ridership	511,189	-8.8%	560,505	7,149,630	-4.0%	7,444,399
Weighted Avg. Daily Ridership	18,257	-9.6%	20,198	19,741	-3.8%	20,529
Revenue Vehicle Hours (RVH)	20,322	7.7%	18,872	250,188	-0.3%	250,936
Passengers Per RVH	25.2	-15.3%	29.7	28.6	-3.7%	29.7
Revenue Vehicle Miles (RVM)	221,634	2.4%	216,357	2,809,132	-1.6%	2,853,965
Complaints Per 25,000 Trips	3.37	-27.9%	4.68	4.52	22.5%	3.69
Accidents per 100,000 Miles	2.71	-16.3%	3.24	4.24	35.8%	3.12
On-Time Performance ²	88.6%	-3.2%	91.5%	89.2%	-1.2%	90.3%

Performance Indicator	Feb 2019	Percent Change	Feb 2018	Mar 2018 - Feb 2019	Percent Change	Mar 2017 - Feb 2018
Revenue*	\$404,851	-6.9%	\$434,775	\$5,317,683	-6.5%	\$5,689,664
Farebox Recovery Ratio*	17.8%	-20.0%	22.3%	19.9%	-9.0%	21.9%
Subsidy per Passenger*	\$3.65	35.0%	\$2.70	\$2.99	9.6%	\$2.73

¹ RTC Transit includes RTC RIDE, RTC RAPID, RTC INTERCITY and SIERRA SPIRIT

² Percent of trips zero min. early and five minutes or less late

* - latest data

RTC ACCESS Performance Statistics

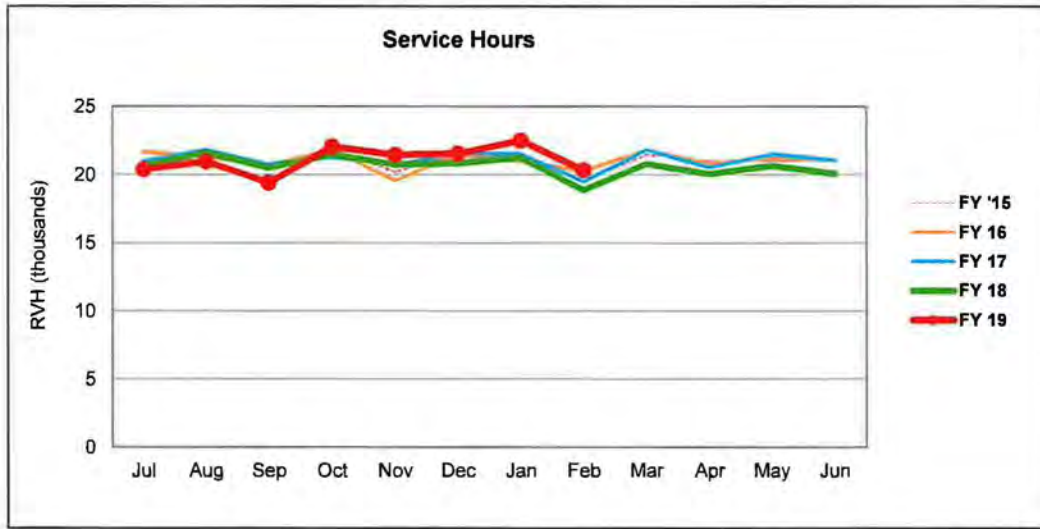
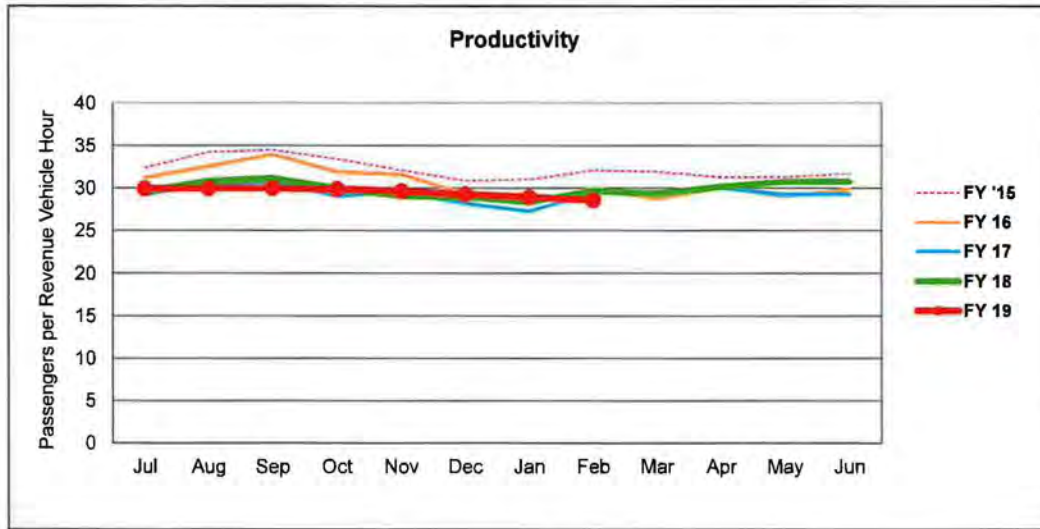
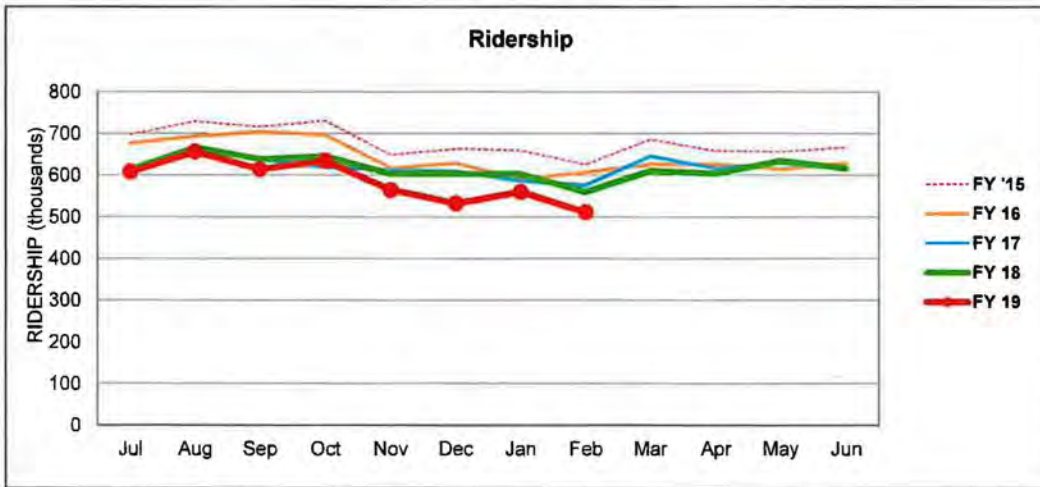
Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Feb '19	Percent Change	Feb '18	Mar '18 - Feb '19	Percent Change	Mar '17 - Feb 18
Monthly Ridership	16,906	-15.2%	19,938	236,287	-4.6%	247,690
Weighted Avg. Daily Ridership	622	-4.3%	650	618	1.0%	612
Revenue Vehicle Hours	8,423	15.5%	7,295	102,199	17.4%	87,046
Passenger per Revenue Vehicle Hour (does not include taxi data)	2.01	-17.1%	2.42	2.16	-13.5%	2.49
Revenue Vehicle Miles (RVM)	131,084	19.8%	109,379	1,613,694	9.4%	1,475,210
Complaints per 1,000 Rides	0.35	-41.0%	0.60	0.68	-7.8%	0.73
ADA Capacity Denials	0	0.0%	0	0	0.0%	0
Other Denials	0	-100.0%	2	7	-90.1%	71
Accidents per 100,000 Miles	2.29	#DIV/0!	0.00	0.61	-11.1%	0.69
On-Time Performance (does not include taxi data)	94.2%	4.0%	90.6%	92.8%	-1.0%	93.8%
Taxi On-Time Performance	0.0%	-100.0%	98.0%	84.0%	-13.3%	96.8%
Performance Indicator	Dec '18	Percent Change	Dec '17	July '18 - Dec '18	Percent Change	July '17 - Dec '17
Revenue*	\$173,122	3.0%	\$168,039	\$1,021,720	3.8%	\$984,775
Farebox Recovery Ratio*	26.91%	18.97%	22.62%	24.14%	11.81%	21.59%
Subsidy per Passenger*	\$17.49	-8.6%	\$19.14	\$19.18	-8.4%	\$20.93

*December 2018 data is the latest available.

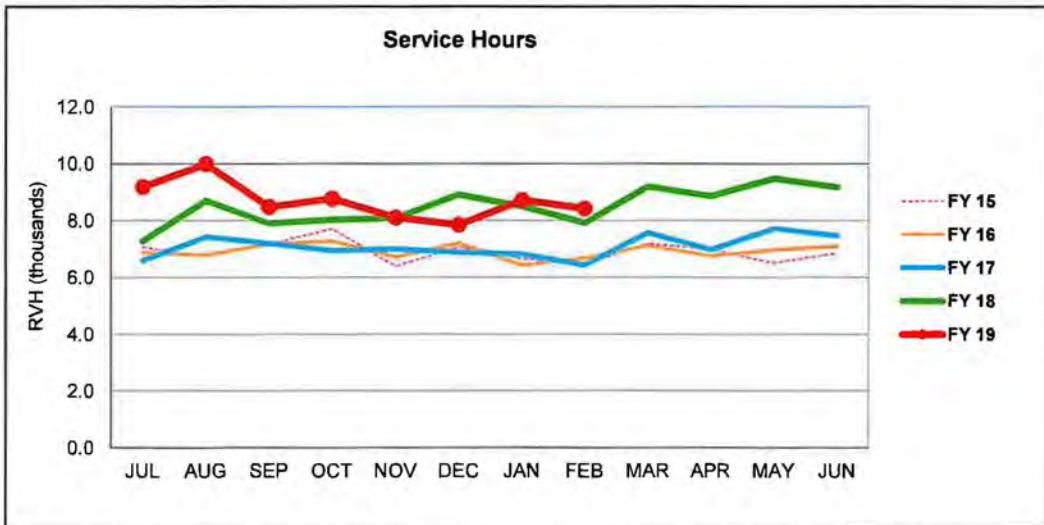
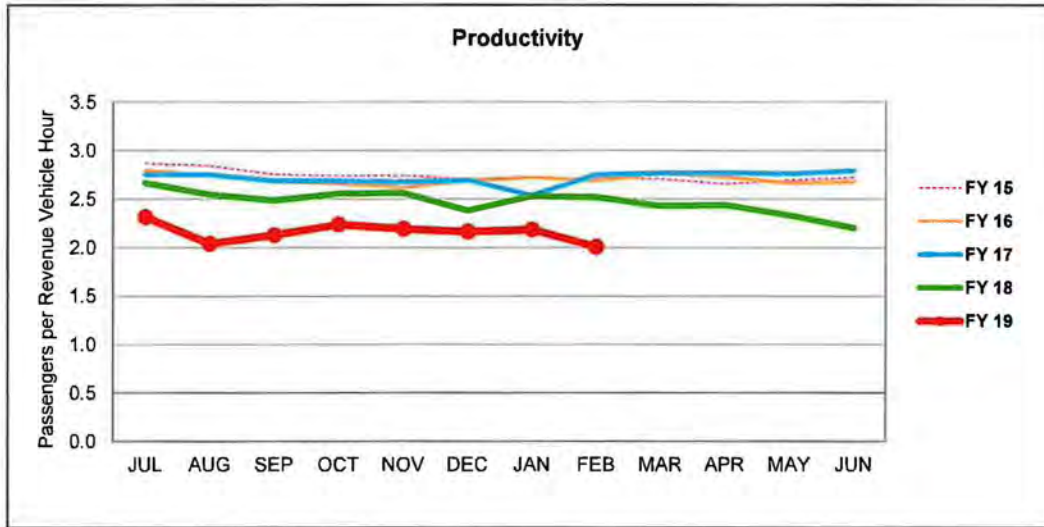
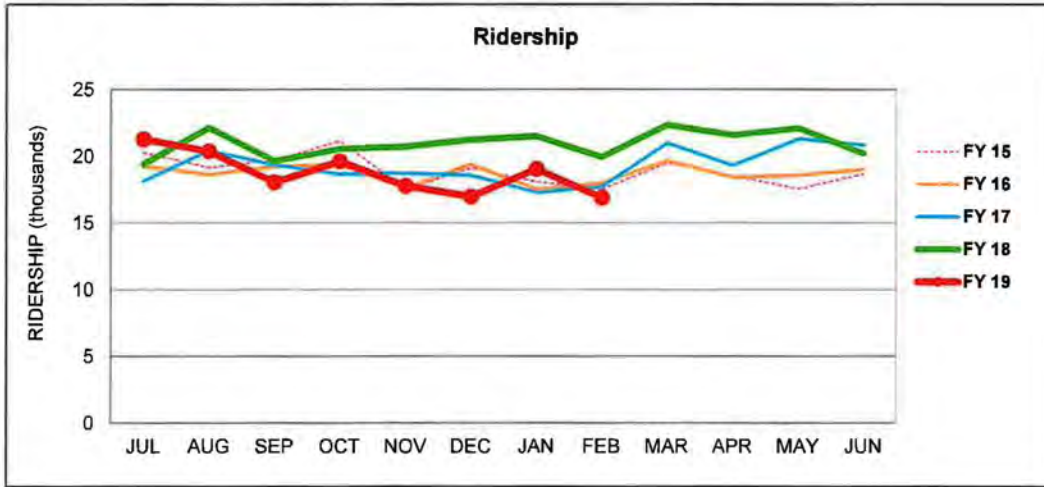
TART Performance Statistics

Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Feb 2019	Percent Change	Feb 2018	Mar 2018 - Feb 2019	Percent Change	Mar 2017 - Feb 2018
Monthly Ridership	5,346	-0.7%	5,383	45,224	21.9%	37,104
Weighted Avg. Daily Ridership	190.9	-0.7%	192.3	125.4	22.9%	102.0
Revenue Vehicle Hours (RVH)	299	-15.2%	352	4,349	4.0%	4,181
Passengers per RVH	17.9	17.1%	15.3	10.4	17.2%	8.9
Revenue Vehicle Miles (RVM)	6,514	-15.2%	7,678	93,139	2.2%	91,151
Revenue	\$4,654	-19.7%	\$5,796	\$48,117	16.4%	\$41,355
Farebox Recovery Ratio	13.0%	-9.0%	14.3%	9.4%	2.1%	9.2%
Subsidy per Passenger	\$5.81	-9.8%	\$6.44	\$10.29	-6.7%	\$11.03

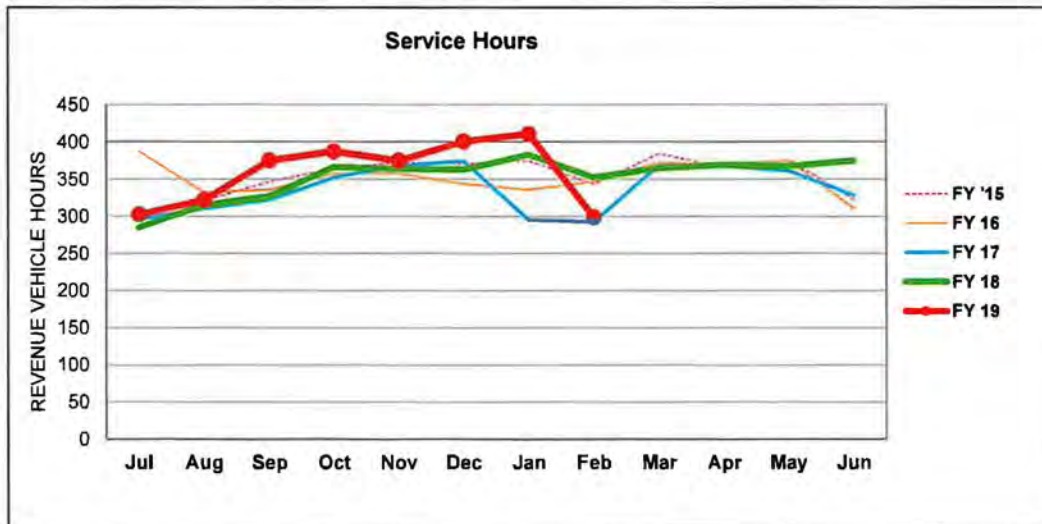
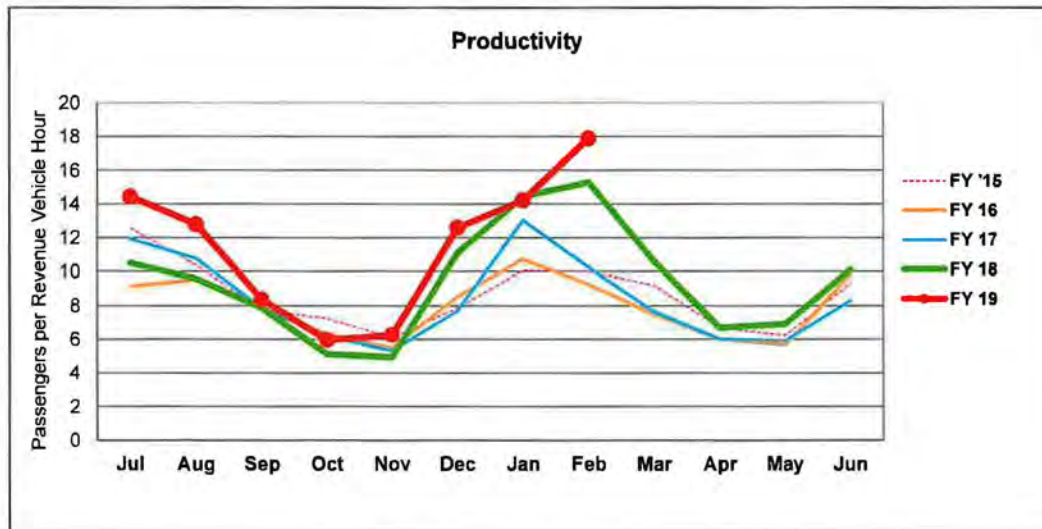
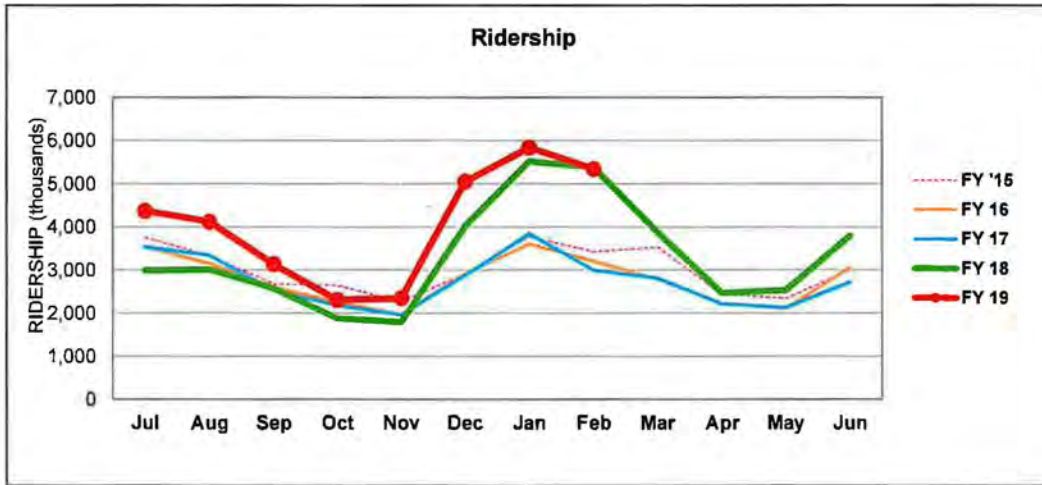
RTC Transit Fiscal Year Comparisons



RTC ACCESS Fiscal Year Comparisons



TART - Nevada Fiscal Year Comparisons





REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction


Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.6

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning/Deputy
Executive Director



Lee G. Gibson, AICP
Executive Director

SUBJECT: RTC Planning Department Report

RECOMMENDATION

Acknowledge receipt of the monthly Planning Activity Report.

PLANNING STUDIES

Virginia Street Bus RAPID Transit Extension Project

Staff continue to support community outreach efforts and provide technical support for the Small Starts process for this project. The Virginia Street project team continues extensive outreach activities with Midtown businesses and other stakeholders, identified under community outreach activities.

South Meadows Multimodal Transportation Study

The South Meadows Multimodal Transportation Study started in December 2018 and is moving forward. The first public meeting for the project was held on March 26th at Damonte Ranch High School. Project progress will be updated on the RTC website under Metropolitan Planning, Corridor Studies. This multimodal study of the South Meadows area will identify needs and transportation improvements for regional roads in the study area. The study will focus on traffic operations, safety, pedestrian and bicycle connectivity, and transit service needs.

ADA Transition Plan Update

The ADA Transition Plan internal draft has been completed and the RTC stakeholder team is in the process of reviewing and commenting on the draft report. The draft report will be shared with the TAC and CMAC, external stakeholder group, and at a public meeting planned for late May. Staff will be asking these different stakeholders to provide input and comment on the draft plan prior to it being finalized. Stakeholder meetings continue to take place on a monthly basis to update internal project stakeholders and provide input on the project. This project is on schedule.

Eagle Canyon Extension Alignment Alternatives and Planning and Environmental Linkages (PEL) Study

The Request for Proposals (RFP) for this study was issued on March 19. Proposals are due on April 25. It is anticipated that a contract will be awarded at the June 21 Board meeting.

Bicycle and Pedestrian Planning

RTC is collaborating with other partner agencies on several initiatives to improve bicycle and pedestrian safety & facilities:

- Bicycle and Pedestrian Count Program – RTC has conducted bi-annual bicycle, pedestrian and wheelchair counts at 40 locations throughout the region.
- During the January 2019 RTC Board meeting, the Board approved the Center Street Cycle Track and bike lanes on Sierra Street.
- 2018-2019 Bike Maps have been completed and are produced in both English and Spanish. These maps will be distributed throughout the community and are available online at www.rtcwashoe.com.
- The RTC continues to partner with the Truckee Meadows Bicycle Alliance (TMBA). TMBA will be hosting Bike Month during the month of May and RTC is working with the advocacy coalition to help promote bicycling to work during the month.
- RTC Participated in Nevada Moves Day by partnering with the Safe Routes to School Program and Mt. Rose Elementary School in March. Staff provided students and parents with walking and bicycle safety materials and demonstrated how to get to school safely.

Vision Zero

- Vision Zero Truckee Meadows is a regional task force that has made a commitment to take action to bring the number of fatalities and serious-injury crashes on our roadways to zero. The task force is using data to make equitable and transparent decisions to improve safety throughout our community.
- According to the fatalities report completed by the Nevada Office of Traffic Safety, in January and February of 2019, there were five pedestrian fatalities in Washoe County. When compared with the same time frame in 2018, this is a year-over-year increase in pedestrian fatalities by 66.67%. Some common factors to these fatalities include crashes occurring during darkness or low-light settings; crashes occurring in poorly illuminated areas; victims were 55 years of age or older; and victims were outside of a marked crosswalk.
- The Vision Zero Task Force is comprised of representatives from the Reno Police Department, Downtown Ambassadors, Nevada Department of Transportation, Bicycle and Pedestrian Program, Regional Emergency Medical Services Authority, Regional Transportation Commission of Washoe County, and community agencies to provide safety tips for pedestrians and drivers. Task force members have distributed 3,000 reflective wrist bands, 125 reflective backpacks, and pedestrian safety tips to pedestrians to enhance their visibility.
- The next Vision Zero Task Force Meeting is scheduled for April 11, 2019, at the RTC administration office.

Sustainability Planning

RTC has created a Green Team of agency staff to advance initiatives outlined in the RTC Sustainability Plan. The RTC received a certificate of recognition for its commitment to Environmental Compliance and Corporate Social Responsibility through the American Consumer Council's Green C Self-Certification Program. Achieving a Green Business Certification was identified as a short-term goal in the Sustainability Plan. The Sustainable Purchasing Policy has been implemented and staff are actively purchase more sustainable items. The Green Team worked with IT to install a paper-tracking software which has helped in identifying the total amount of paper printed throughout the agency. This will assist the RTC in tracking the impact of paper reduction strategies in an effort to reduce paper usage by ten percent. RTC is also participating in the City of Reno Sustainability & Climate Advisory Committee and continues to be an active member in the regional SPINN Committee.

RTC Affordable Housing Study

RTC held a Technical Advisory Committee meeting to start this study and also sought preliminary input from the HOME Consortium. The next steps include developing an inventory of potential candidate sites for affordable housing near transit routes and conducting additional stakeholder meetings.

Development Review

RTC staff routinely review development proposals from the local jurisdictions of Washoe County and the Cities of Reno and Sparks. Staff from Planning, Engineering, and Public Transportation have reviewed and commented on the following number of development proposals from each of the jurisdictions since the March Board meeting:

- Washoe County – 2
- City of Reno – 1
- City of Sparks – 1

This does not include proposals that were reviewed on which staff did not have any comments.

COMMUNITY AND MEDIA OUTREACH ACTIVITIES

RTC staff conducted the following outreach activities from March 14 – April 25:

March 14	ASCE Project of the Year awarded for 4th Prater Project
March 17	RTC St. Patrick's Day FREE Safe Ride
March 20	Nevada Moves Week Walk to School Day
March 21	Virginia Street Project Weekly Community Meeting
March 21	RTC Executive Director Lee Gibson Presentation to ASCE
March 26	South Meadows Multimodal Transportation Study Public Meeting
March 28	Oddie Wells Public Meeting 30% Design
March 28	RRIF TAC

March 28	Virginia Street Project Weekly Community Meeting
March 29	Envirovolution Sustainability tour and pedestrian safety information presented to students
April 3	RTC Technical Advisory Committee (TAC) Meeting
April 3	RTC Citizens Multimodal Advisory Committee (CMAC) Meeting
April 4	Virginia Street Project Weekly Community Meeting
April 10	Reno Sparks Leadership Presentation, including RTC Update, SMART TRIPS, Pavement Preservation, Vision Zero, 4th/Prater and Virginia Street Outreach
April 11	Virginia Street Project Weekly Community Meeting
April 11	Transforming Local Government Conference Bus Tour
April 24	Sun Valley Transportation Improvements Design Community Meeting
April 25	Virginia Street Project Weekly Community Meeting

Media Relations & Social Media

The RTC issued four news releases and participated in 21 media interviews on various topics, including the reopening of Virginia Street to two-way traffic, the Virginia Street Project northbound lane closure from Center to Vassar, the Virginia Street Project community meetings, the Virginia Street Project Interlocal Agreement with the City of Reno for bike racks and benches, the Oddie Wells Project public meeting, the South Meadows Study public meeting, the SMART TRIPS program and more.

Social media was used to promote the reopening of Virginia Street to two-way traffic, the Virginia Street Project northbound lane closure from Center to Vassar, the Virginia Street Project community meetings, the RTC job opening for a Paratransit Eligibility and Mobility Specialist, Nevada Moves Week, the South Meadows Multimodal Transportation Study public meeting, the RTC job opening for a Senior Accountant, a Virginia Street Project update video for March 22, the Oddie Wells Project community meeting, a Virginia Street Project update video for March 29, upcoming Midtown events and more.

Social media metrics the month of March: 62,846 people reached on Facebook and Twitter.

Informational Materials and Video Production

Four topics were broadcast on KOLO-TV for The Road Ahead with RTC. Segments included the Oddie Wells Project meeting, a Virginia Street Project update, NDOT's Kietzke and Second Street project and Earth Day free transit.

COORDINATION WITH PARTNER AGENCIES

Truckee Meadows Regional Planning Agency (TMRPA)

The RTC continues to have coordination meetings with staff from the TMRPA as the agencies progress with the Shared Work Program. Areas for collaboration include population and employment forecasts, the Regional Plan update, affordable housing studies, and analysis of demographic and socioeconomic issues. RTC is a participant in the weekly Regional Plan Update meetings with the local jurisdictions and other stakeholder agencies.

Nevada Department of Transportation (NDOT)

The RTC continues to have coordination meetings with staff from NDOT. Areas for collaboration include development of local public agency agreements between NDOT and RTC, the upgrade of the regional travel demand model, bicycle and pedestrian improvements, transportation alternatives projects, coordination regarding funding and the State Transportation Improvement Program, One Nevada statewide plan, the I-80 and US 395 widening and improvements to the Spaghetti Bowl, and other ongoing transportation studies.

Statewide Transportation Planning

RTC meets monthly with staff from NDOT, the Federal Highway Administration (FHWA), RTC of Southern Nevada, Tahoe Regional Planning Agency, Tahoe Transportation District and the Carson Area Metropolitan Planning Organization to discuss statewide transportation planning issues. Other topics addressed include statewide data for performance measures analysis, comments on proposed rulemaking, reauthorization of federal transportation legislation and preparation of the statewide plan.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.7

TO: Regional Transportation Commission

FROM: Stephanie Haddock, CGFM
Director of Finance/CFO


Lee G. Gibson, AICP
Executive Director

SUBJECT: RTC Procurement Activity Report

RECOMMENDATION

Acknowledge receipt of the monthly Procurement Activity Report.

PROJECTS CURRENTLY ADVERTISED

Invitations for Bids (IFB)

There were none.

Request for Proposals (RFP)

Project	Due Date
RTC 19-01 – Civil Engineering Design & Construction Management Services for the RTC Streets & Highway Program.	April 15, 2019
RTC 19-09 – Eagle Canyon Extension Alignment Alternatives and Planning and Environmental Linkages Study	April 25, 2019

REPORT ON BID AWARDS

Per NRS 332, NRS 338 and RTC's Management Policy P-13 "Purchasing," the Executive Director has authority to negotiate and execute a contract with the lowest responsive and responsible bidder on an Invitation for Bid (IFB) without Commission approval.

Project	Contractor	Award Date	Contract Amount
Facility Uniform and Linen Rental	AmeriPride Uniform Services	March 19, 2019	\$10,005
2019 Preventive Maintenance Slurry	Sierra NV Construction	April 8, 2019	\$6,161,007

CHANGE ORDERS AND AMENDMENTS WITHIN EXECUTIVE DIRECTOR'S AUTHORITY

There were none.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning · Public Transportation & Operations · Engineering & Construction

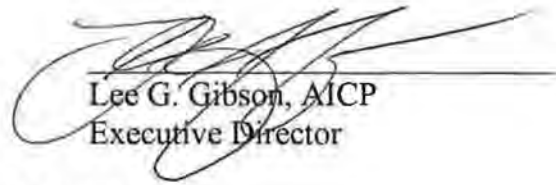
Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.8

TO: Regional Transportation Commission

FROM: Stephanie Haddock, CGFM
Director of Finance/CFO



Lee G. Gibson, AICP
Executive Director

SUBJECT: Report Regarding Indexed Fuel Taxes

RECOMMENDATION

Acknowledge receipt of the report regarding indexed fuel taxes in Washoe County as required by NRS 373.065.

SUMMARY

NRS 373.065 requires that before each statutorily required annual inflationary adjustment is made to the fuel tax rates in Washoe County, the Regional Transportation Commission (RTC) review, at a public meeting, the amount of the upcoming adjustment, the history of past adjustments and what has been done with the revenue collected. This agenda item presents to the RTC Board the required data for its review. The PPI index adjustment beginning July 1, 2019, is 1.30%.

FISCAL IMPACT

There is no fiscal impact to the FY 2019 Budget associated with Board action. The additional revenues that will be generated in FY 2020 by the indexed RTC fuel taxes will be programmed in the FY 2020 budget.

PREVIOUS ACTIONS BY BOARD

The Board acknowledged receipt of previous PPI index adjustments as follows:

<u>Fiscal Year</u>	<u>PPI Rate</u>
2019	1.97%
2018	2.15%
2017	3.43%
2016	5.25%
2015	6.02%
2014	6.22%
2013	5.81%
2012	4.98%
2011	5.18%
2010*	6.20%

*Effective January 2010

Prior to that, there were CPI index adjustments in 2004, 2005, 2006, 2007, 2008, and 2009. It should be noted that due to the timing requirement to implement the increases, preliminary index rates are used for the last two months of the calendar year. All indexes from the Bureau of Labor Statistics are subject to revision up to four months after publication. The indexes will be trued up in the calculation of the next year's 10 year average calculations.

ADDITIONAL BACKGROUND

In November 2008, the voters in Washoe County passed ballot question RTC-5 which proposed a measure to ensure a portion of the funding necessary to implement the 2035 Regional Transportation Plan (RTP). This was to be done by adjusting or "indexing" fuel taxes annually to recapture the purchasing power being lost by these revenues due to inflation in the cost of street and highway construction. The RTC-5 funding measure changed the existing indexing basis from the Consumer Price Index (CPI) to the Producer Price Index (PPI). It also recaptured the lost purchasing power on the federal and state fuel taxes being paid in Washoe County by indexing the federal and state taxes on gas, alternative fuels, and diesel. The Nevada State Legislature approved enabling legislation for RTC-5 with the passage of SB 201, and the Washoe County Commission subsequently enacted the implementing ordinance in August 2009. While the enabling legislation, codified in NRS 373.067, specifies that the annual inflationary adjustments will occur automatically, subsection 2b requires the Regional Transportation Commission:

- (1) To review, at a public meeting conducted after the provision of public notice and before the effective date of each annual increase imposed by the ordinance:
 - I. The amount of that increase and the accuracy of its calculation;
 - II. The amounts of any annual increases imposed by the ordinance in previous years and the revenue collected pursuant to those increases;

- III. Any improvements to the regional system of transportation resulting from revenue collected pursuant to any annual increases imposed by the ordinance in previous years; and
- IV. Any other information relevant to the effect of the annual increases on the public; and;

(2) To submit to the board any information the commission receives suggesting that the annual increase should be adjusted.

To conform with the July 1 to June 30 fiscal year and budgetary requirements of the State, as well as the amount of administrative lead time required by the Department of Motor Vehicles to make adjustments in the fuel tax rates, reports are submitted to the RTC Board for the rate increases in April to be effective July 1. Collections of the PPI indexed fuel taxes began on January 1, 2010, and the local governments and the RTC received the first proceeds in March 2010.

The amount of RTC PPI indexed funds collected through FY 2018 were:

<u>PPI Revenues</u>		
<u>Fiscal Year</u>	<u>RTC⁽²⁾</u>	<u>Local Governments</u>
2018	\$ 62,519,649	\$ 7,300,669
2017	56,953,775	6,629,077
2016	50,409,644	5,827,176
2015	41,564,035	4,850,891
2014	32,534,203	3,804,079
2013	24,740,803	2,888,994
2012	18,075,929	2,092,874
2011	12,288,597	1,419,438
2010 ⁽¹⁾	3,241,425	374,925

(1) Effective January 2010

(2) RTC amounts reported in the FY13 Indexed Fuel Report to the Board of Commissioners included CPI indexed amounts in the reported revenues. This report excludes CPI indexed revenues which were no longer collected after implementation of the PPI index in January 2010.

The estimate for PPI revenues for FY 2019 is \$69,473,578.

Inflationary Adjustment Effective July 1, 2019

On July 1, 2019, an inflationary adjustment of 1.30% will be made to the motor vehicle fuel tax rates in Washoe County, increasing rates on a cents per gallon basis as follows:

Fuel Type	RTC	Local	
		Governments	Total
Gasoline/ Gasohol	0.9769	0.1535	1.1305
Diesel	1.0744	-	1.0744
LPG	0.8097	-	0.8097
CNG	0.8303	-	0.8303
A55 ⁽¹⁾	0.3915	-	0.3915

(1) Emulsion of water based hydrocarbon

Attachment A identifies the rolling ten-year average PPI rates from the U.S. Bureau of Labor Statistics associated with the fuel taxes for local governments (NRS 365) and the RTC fuel tax (NRS 373).

It should be noted that in July of 2010, the Bureau of Labor Statistics modified the publication structure for Material and Supply inputs to the Construction Industry. As a result, the PPI index for Highway and Street Construction (BHWY code) was discontinued and replaced with the PPI index for Other Nonresidential Construction (WPUIP2312301 code). The RTC Board of Commissioners approved a change to the new index in March 2011.

Adjustments from Previous Years

PPI Indexing. On January 1, 2010, in order to transition to the PPI index, the CPI indexed amount was frozen at the rate in effect as of July 1, 2008 (FY 2009), and the new indexing provisions calculated on the PPI rate were implemented on the local, state and federal tax rates for gasoline, and state and federal tax rates for diesel and other special fuels. The annual incremental changes in Motor Vehicle Fuel Tax due to PPI increases in Washoe County follow:

<u>Annual Increases in Cents per Gallon</u>								
Fiscal Year	10 Yr. Avg. PPI	<u>Gasoline/Gasohol</u>			Diesel	LPG	CNG	A55 ⁽¹⁾
		RTC	Local Govt's.	Washoe County Total				
2020	1.30%	0.9769	0.1535	1.1305	1.0744	0.8097	0.8303	0.3915
2019	1.97%	1.4518	0.2281	1.6800	1.5968	1.2339	1.2033	0.5818
2018	2.15%	1.5511	0.2438	1.7949	1.7060	1.3183	1.2856	0.6215
2017	3.43%	2.3925	0.3760	2.7686	2.6314	2.0334	1.9830	0.9587
2016	5.25%	3.4794	0.5468	4.0262	3.8267	2.9571	2.8838	1.3942
2015	6.05%	3.7808	0.5942	4.3750	4.1582	3.2134	3.1336	1.5150
2014	6.22%	3.6595	0.5751	4.2346	4.0247	3.1102	3.0330	1.4663
2013	5.81%	3.2305	0.5077	3.7382	3.5530	2.7457	2.6775	1.2945
2012	4.98%	2.6377	0.4146	3.0522	2.9010	2.2418	2.1862	1.0569
Total		22.1834	3.4864	25.6697	24.3977	18.8539	18.3860	8.8889

(1) Emulsion of water based hydrocarbon

Improvements to the Regional Road System (RRS)

The total estimated amount of revenue from indexed fuel taxes distributed to the RTC including CPI since inception is \$370.8 million through December 2019. This entire amount has been programmed along with other fuel tax revenues for project implementation and as the pledged revenue for debt service for four revenue bond sales totaling \$435 million that were implemented to fund road projects. Indexing serves as the main instrument for repayment of the debt service. As of August 2016, all the proceeds from the revenue bond sales have been expended and the RTC is back to primarily funding road projects with indexed fuel tax revenues. A complete list of bond funded projects can be found in attachment B and FY 2017 fuel tax funded projects are listed in attachment C.

Information Received from the Public Regarding the July 1, 2019 Adjustment

No comments have been received at this point in time.

Attachments

**PRODUCER PRICE INDEX
AVERAGE ANNUAL CHANGE
ROLLING 10 YEARS**

Source: Bureau of Labor Statistics, BONS Index

10-Year Range	2009-2018
	-7.7%
	5.8%
	8.7%
	1.7%
	0.5%
	0.5%
	-5.6%
	-2.1%
	4.1%
	7.0%
Rolling Avg	1.30%

Producers Price Index-Commodities

Series Id: WPUIP2312301 - Other Nonresidential Construction, goods



Attachment A

**RTC 5 BOND PROJECTS
EXPENDITURES LIFE-TO-DATE BY BOND ISSUE**

Bond Funded Projects As of December 31,2016

Project Number	Project Termini	Total
Multi	Pre Bond Project expenditures 1/26/09 - 6/26/09	\$ 676,250.00
212025	Bravo Mt. Limbo / Ramsey	868,552.43
242011	Bridge St. / Caughlin Pkwy Bridge - RRX/3rd; Caughlin - Longknife/McCarran	1,082,999.02
212035	Coliseum / Yori Peckham / Gentry	760,551.79
222013	E. Glendale McCarran / RR Xng	1,226,316.58
222020	E. Lincoln Stanford / Howard	927,254.61
212021	Echo Avenue Mt. Bismark / Mt. Limbo	982,740.74
222008	El Rancho McCarran / Sullivan	1,341,018.76
212029	Evans / Highland Jodi / Enterprise	1,059,969.42
542023	FY11 Bike/Ped Improvements All jurisdictions	168,526.98
532010	Geiger Grade Realignment	930,831.03
542021	I-580 Northbound Widening	20,000,000.00
222016	International Place / Icehouse Rd. Glendale / Cul de Sac	454,427.71
244001	Intersection Corrective Maintenance All	1,465,919.94
244002	Intersection Corrective Maintenance 2 All jurisdictions	1,247,536.73
244003	Intersection Corrective Maintenance 3 All jurisdictions	908,782.27
222017	Larkin / Madison Greg / Greg	709,203.39
212024	Las Brisas McCarran / Brittonia	810,415.97
512009	Lemmon Drive Memorial / US395	247,890.39
222009	Lillard Brierly / Prater	1,177,260.90
222021	Linda / Southern Coney Island / Glendale / Greg / Freeport	1,201,904.97
212023	Longley Houston / Rock	1,068,477.12
222015	Loop / Saloman Vista / End of Pavement	629,758.51
212036	Mae Anne Sharlands / Ave. de Landa	1,578,105.21
212015	Mae Anne Ave. de Landa / Ambassador	641,500.14
212005	Mae Anne Ave. Rehab. Ave. de Landa / McCarran	34,040.09
212047	Mayberry Truckee River / Canyon	2,346,436.27
212034	Mayberry McCarran / California	2,628,315.23
540102	McCarran Sidewalk Prater / Lincoln	149,880.50
212009	Military Road Lemmon / Echo	2,780,321.83
212010	Mill Street Rock / McCarran	1,853,832.71
532005	Moana Lane Widening S. Virginia / Neil Road	35,600,521.94
212017	Moya Blvd Redrock / Echo	2,143,451.90
212026	Mt. Rose Arlington / Plumas	472,072.02
212011	N. Virginia 4th / 5th / Maple / 8th	2,222,151.95
212038	Neil / Gentry / Terminal Moana / Plumb	28,733.80
212048	Neil / Gentry / Terminal	367,661.85
221001	Nichols Victorian / Howard	927,641.90
212012	Parr Boulevard N. Virginia / US 395	2,469,679.82
212030	Parr Circle / Catron Drive Parr / Parr	1,266,489.18
212044	Peckham S. Virginia / Kietzke	774,380.46
212013	Pembroke McCarran / Boynton Bridge	1,716,870.84
532008	Plumb / Harvard Dual left turn lane	168,196.21
212045	Plumb Lane Ferris / McCarran	6,675,556.78
532012	Plumb/Terminal ITS Plumb / Harvard; Plumb/Terminal; Terminal / Mill	289,717.07
540082	Pyramid / McCarran Intersection	20,570.64
540082	Pyramid / US395 Connector	69,319.56
212022	Ralston / Fifth 2nd / Keystone	1,854,752.80
343010	Regional Road Maint. Patching 10 All jurisdictions	1,213.00
343011	Regional Road Maint. Slurry Seal 10 All jurisdictions	284,974.49
343014	Reg'l Road Maint. Crack Seal 11 All jurisdictions	124,043.11
343017	Reg'l Road Maint. Crack Seal 12 All jurisdictions	559,199.20
343012	Reg'l Road Maint. Patching 11 All	779,063.19
343016	Reg'l Road Maint. Patching 12 All jurisdictions	610,639.56
343013	Reg'l Road Maint. Slurry Seal 11 All	5,261,559.60
343015	Reg'l Road Maint. Slurry Seal 12 All jurisdictions	3,265,362.24
212006	Reno Consolidated 0901 Holcomb / Vassar	1,486,366.81
212016	Reno Consolidated 0902 Matley / Automotive / Louise	1,920,048.49
212018	Reno Consolidated 1001 Crummer/Green Acres/Huffaker	785,000.04
212028	Reno Consolidated 1002 Patriot / Bluestone / Offenhauser / Portman	1,866,519.46
212031	Reno Consolidated 1003 Lakeside / Manzanita	3,168,984.84
212039	Reno Consolidated 1004 Ampere / Reactor / Edison / Brookside / Energy Way	4,370,039.33
212040	Reno Consolidated 1005 Mira Loma / Barron / Louie	863,131.10
212032	Reno Consolidated 1101 1st / State / Washington	1,779,397.81
212033	Reno Consolidated 1102 Brinkby / Lymberry / Grove / Linden	2,850,741.31

**RTC 5 BOND PROJECTS
EXPENDITURES LIFE-TO-DATE BY BOND ISSUE**

Bond Funded Projects As of December 31,2016

Project Number		Project Termini	Total
212041	Reno Consolidated 1103	Gould / Lewis / Prosperity / Sunshine / Kuenzli	1,707,326.79
542019	Reno/Sparks Bike Ped Plan	All jurisdictions	53,697.61
212042	Ridgeview	Plumas / Lakeside	358,493.10
510072	Robb Drive	I80 / Sharlands	117,182.91
222019	Rock Blvd	Glendale / Hymer	841,146.52
532011	SE Connector Phase I	Greg St/Clean Water Way	88,184,041.73
532013	SE Connector Phase II	Clean Water Way/South Meadows	120,524,435.00
530042	SE Connector Plan Alignment		202,034.91
542013	SE McCarran Study	Longley / Greg	96,307.07
542017	SE McCarran Widening Const.	Longley / Greg	39,109,202.14
212027	Security Circle	N. Virginia / N. Virginia	835,226.70
212037	Silver Lake	Stead / Sky Vista	764,518.22
212043	Socrates	McCarran / Sienna	1,914,449.46
222010	Sparks Consolidated 0902	Deming Way / Bergin / Franklin	1,152,135.55
220082	Sparks Consolidated 0903	Freeport / Steneri	2,231,867.08
222011	Sparks Consolidated 1001	Crane / Frazer / Hymer / Pacific / Pittman / Shaber / 15th-21st	5,008,735.59
222022	Sparks Consolidated 1101	Marietta / Snider	1,720,509.21
222025	Sparks Consolidated 1201	Greenbrae/ Merchant	1,724,834.89
222018	Spice Island / United Circle	Greg / Franklin - Spice Island / Spice Island	2,395,074.04
212019	Summit Ridge / Sky Mountain	W. McCarran / 4th	1,545,321.76
232002	Tanburg	7th / Mineral	219,915.75
212020	Taylor Street	Virginia / Kietzke	33,557.58
542025	TE Spot Intersection Project 11/12	All jurisdictions	1,309,401.64
542020	TE Spot Intersection Project 9/10	All jurisdictions	1,354,736.10
5328	US395 / Meadowood Interchange		7,652,863.09
532009	Veterans Parkway / Geiger Grade	Roundabout	5,375,728.77
222012	Victorian Phase II	Pyramid / McCarran	3,351,267.23
522008	Vista / Baring	NB Left turn lane	461,632.80
522007	Vista Boulevard	Los Altos / Wingfield Springs	8,603,385.79
212014	W. 7th Street	Madera Ct. / McCarran	809,705.94
212046	W. Huffaker	Del Monte / Spring Leaf	909,659.64
222014	York	18th / 4th	1,642,597.78
TOTAL			\$ 441,214,065.93

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CONSTRUCTION PROJECT EXPENDITURES
GENERAL FUND
(Regional Streets and Highways Fund)**

Year ended June 30, 2018

	Right- of-way Acquisition	Engineering and Inspection	Construction	Total
<u>Pavement Preservation Projects</u>				
All Jurisdictions				
Annual pavement preservation FY2017/2018	\$ -	\$ 398,914	\$ 5,909,908	\$ 6,308,822
Annual pavement preservation FY2018/2019-Crack Sealing	-	292,807	-	292,807
Annual pavement preservation FY2018/2019-Clean Water Water Way	-	59,670	-	59,670
Oddie/Wells Corridor Multi-Modal	-	50,751	-	50,751
City of Reno				
4th and Prater corridor improvement - Evans/Galetti	132,032	995,986	12,643,741	13,771,759
City of Sparks				
4th/Prater corridor improvement - Galetti/Pyramid	132,032	995,986	12,643,741	13,771,759
Total Pavement Preservation Projects	<u>264,064</u>	<u>2,794,114</u>	<u>31,197,390</u>	<u>34,255,568</u>
<u>Capacity Improvement Projects</u>				
All Jurisdictions				
ITS Network Pilot Project	-	216,473	448,919	665,392
Traffic Management 2A	-	11,399	228,035	239,434
Washoe County				
Southeast Connector phase 2 - Clean Water/S. Meadows	290,623	1,125,525	11,702,798	13,118,946
City of Reno				
Southeast Connector phase 2 - Clean Water/S. Meadows	1,162,494	4,502,100	46,811,192	52,475,786
Virginia St/ Midtown/ UNR	196,878	1,773,351	163,091	2,133,320
Bicycle and Pedestrian Improvement (2018) - Kesytone	-	116,685	-	116,685
Bicycle and Pedestrian Improvement (2018) - Mill-Terminal Way -McCarran	-	25,856	-	25,856
City of Sparks				
Pyramid/McCarran intersection improvements	35,445	-	-	35,445
NV Department of Transportation				
Pyramid/McCarran intersection improvements	-	1,107,555	9,910,205	11,017,760
Pyramid Hwy./US 393 connector	-	173,929	-	173,929
Total Capacity Improvement Projects	<u>1,685,440</u>	<u>9,052,873</u>	<u>69,264,240</u>	<u>80,002,553</u>
Total All Projects	<u>\$ 1,949,504</u>	<u>\$ 11,846,987</u>	<u>\$ 100,461,630</u>	<u>\$ 114,258,121</u>



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.9

TO: Regional Transportation Commission

FROM: Judy L. Tortelli, P.E.
Engineer II



Lee G. Gibson, AICP
Executive Director

SUBJECT: Amendment No. 1 to the Professional Services Agreement (PSA) between the RTC and CA Group, Inc. for Reno Consolidated 19-01 Project

RECOMMENDATION

Approve Amendment No. 1 to the existing Professional Services Agreement (PSA) between the RTC and CA Group, Inc. in the amount of \$23,260 for a new total not to exceed amount of \$263,895, for additional preliminary and final design services related to the Sutro Street/McCarran Boulevard Intersection and Sutro Street from Kuenzli Street to 4th Street of the Reno Consolidated 19-01 Project; authorize the RTC Executive Director to execute the Amendment.

SUMMARY

This amendment adds funds for additional design services as needed for improvements to be included with this project.

This amendment adds \$23,260 to the current PSA design amount of \$240,635 for a new total not to exceed amount of \$263,895. The cost proposal and amended scope of services associated with this amendment are included as Attachment A.

FISCAL IMPACT

Project appropriations are included in the Board approved FY 2019 Budget.

PREVIOUS ACTIONS BY BOARD

September 21, 2018 Approved Professional Services Agreement (PSA) with CA Group, Inc. to provide design and engineering during construction services for the Reno Consolidated 19-01 Project.

ADDITIONAL BACKGROUND

During design, it was discovered an intersection analysis and feasibility study are necessary. The intersection analysis will improve storage, roadway alignment, and increase safety at the Sutro Street and McCarran Boulevard intersection, specifically for the southbound left-turn and westbound right-turn movements. The feasibility study will determine if reconfiguring the roadway striping layout on Sutro Street from Kuenzli to 4th Street to accommodate perpetuating bike lane facilities consistent with RTC's Bicycle and Pedestrian Master Plan is practical. This amendment will enable RTC's consultant to incorporate the improvements into the project.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this agenda item.

Attachment

AMENDMENT NO. 1
AGREEMENT
BETWEEN
REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY
AND
CA Group, Inc.

The Regional Transportation Commission of Washoe County ("RTC") and CA Group, Inc., ("CONSULTANT"), entered into an agreement on October 1, 2018 (the "Agreement"). This Amendment No. 1 is dated and effective as of April 22, 2019.

RECITALS

WHEREAS, as 50% design plans were being completed for the Reno Consolidated 19-01 project, it was determined that an intersection analysis is necessary to improve storage, roadway alignment, and increase safety at the Sutro Street and McCarran Boulevard intersection, specifically for the southbound left-turn and westbound right-turn movements; and the feasibility of reconfiguring the roadway striping layout on Sutro Street from Kuenzli to 4th Street to accommodate perpetuating bike lane facilities consistent with RTC's Bicycle and Pedestrian Master Plan needs to be analyzed; and

WHEREAS, the parties have determined that there is a need to amend the Agreement in order for CONSULTANT to provide \$23,260 of additional services under Tasks 2.1.A (Investigation of Existing Conditions), 2.1.B (Preliminary Design), and 2.1.C (Final Design); and

WHEREAS, the additional services under the following tasks shall include: Task 2.1.A (Investigation of Existing Conditions) – one (1) additional utility pothole, Task 2.1.B (Preliminary Design) – drainage design memorandum, additional mapping and R/W limits, and Task 2.1.C (Final Design) – final plans and specifications for additional improvements including R/W engineering services, roadway signage and striping sheets, traffic operations analysis, traffic technical memorandum, traffic signal modification plans and assist the RTC with public outreach.

NOW, THEREFORE, in consideration of the mutual promises of the parties and other good and valuable consideration, the parties do agree as follows:

1. Section 3.2. shall be replaced in its entirety with the following:

The maximum amount payable to CONSULTANT to complete each task is equal to the not-to-exceed amounts identified in Exhibit B. CONSULTANT can request in writing that RTC's Project Manager reallocate not-to-exceed amounts between tasks. A request to reallocate not-to-exceed amounts must be accompanied with a revised fee schedule, and must be approved in writing by RTC's Project Manager prior to performance of the work. In no case shall CONSULTANT be compensated in excess of the following not-to exceed amounts:

Total Design Services (Tasks 2.1.A to 2.1.D)	\$263,895.00
Total OPTIONAL Construction Services (Task 2.1.E to 2.1.J)	\$259,360.00
Total (Including Optional Services)	\$523,255.00

2. Exhibit A – Scope of Services of the Agreement is replaced in its entirety with the version of Exhibit A – attached
3. Exhibit B – Cost Proposal of the Agreement is replaced in its entirety with the version of Exhibit B – Cost Proposal attached hereto.
4. Section 1.4 shall be replaced in its entirety with the following:

The term of this Agreement shall be from the date first written above until June 30, 2020, unless terminated at an earlier date, or extended to a later date, pursuant to the provisions herein.

5. All other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have made and executed this amendment.

APPROVED AS TO LEGALITY AND FORM:

Adam Spear, RTC Director of Legal Services

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By _____
Lee G. Gibson, AICP, Executive Director

CA Group, Inc.

By _____
Chad Anson, Vice President

EXHIBIT A

SCOPE OF SERVICES **FOR THE** **RENO CONSOLIDATED 19-01 – SUTRO STREET, 1ST STREET, LAKE STREET AND** **STATE STREET PROJECT**

2.1. SCOPE OF SERVICES

This will generally consist of the following tasks:

2.1.A. Investigation of Existing Conditions

1. Falling Weight Deflectometer (FWD) Testing. (NOT APPLICABLE)
2. Condition Survey.
 - a. CONSULTANT will visually evaluate and document the condition of the existing pavement to include fatigue cracking, potholes, rutting, transverse cracking and raveling. A subjective measure of ride quality will also be obtained.
 - b. CONSULTANT will evaluate curb and gutter, sidewalk, and driveway approach based upon RTC criteria. The CONSULTANT shall also evaluate existing pedestrian ramps for compliance with current ADA standards and consider improvements needed for “complete street”.
 - c. Construction of improvements for a Special Assessment District (SAD) will be included with this project. The City of Reno will perform a sidewalk and driveway apron condition survey and prepare the SAD documents. The CONSULTANT shall review the City of Reno’s SAD documents for compatibility to project, make suggestions and incorporate into the construction plans accordingly.
3. Traffic Data.
 - a. The CONSULTANT will estimate traffic loading at the Sutro/Commercial Row intersection based on Waste Management traffic counts obtained in the field for Waste Management access and RTC Bus Route schedules to verify the City of Reno’s minimum required structural section will accommodate a 20-year pavement design life.

- b. The CONSULTANT will review accident data for possible safety problems at the McCarran/Sutro intersection, and provide recommendations.
- c. Additional tasks also include providing a SYNCRHO traffic analysis for the impacts of reducing Sutro Street by one lane in each direction from Kuenzli Street to 4th Street. Analysis will account for signals at Kuenzli Street, Commercial Way, and 4th Street. Impacts to the UPRR railroad crossing will also be evaluated. A technical memorandum summarizing assumption and analysis will be provided to the RTC. CONSULTANT will provide traffic signal modification plans as required for the traffic signals along Sutro Street at Kuenzli Street, Commercial Way, and 4th Street.

4. Right-of-Way Mapping and Engineering Services

- a. CONSULTANT will obtain record right-of-way based upon Washoe County GIS information. Right-of way will be tied to the roadway centerline and existing monuments. The record right-of-way information will be shown on the project plans. No further resolution of the roadway right-of-way is included in this task.
- b. It is estimated approximately five (5) parcels will require permanent and/or temporary easements to construct the planned improvements. CONSULTANT will perform boundary surveying including preparation of full Metes and Bounds descriptions of 5 individual parcels. This will include property record research, drafting of property boundaries from record descriptions, calculations of search coordinates for filed boundary survey, field boundary survey on each affected parcel, post processing and reduction of field data, boundary resolution based upon field findings, preparation of legal descriptions and exhibit maps of individual affected parcels. CONSULTANT shall pull preliminary Title Reports and updates as necessary for each affected parcel.

Right-of-way appraisal, property owner negotiations, escrow coordination and title clearance is not included within this task.

Deliverables – property boundary for 5 parcels along with exhibit maps and legal descriptions for easements on each parcel.

- 5. Subsection Identification and Core Location Selection. Information from the condition surveys will be reviewed and locations for pavement coring and boring will be identified by CONSULTANT and reviewed and approved by the RTC. Anticipated core locations required are listed in Section 2.1.A.6. The primary objective of the coring/test pit program will

be to establish pavement, base and subgrade layer thicknesses and material type.

6. **Geotechnical Investigation.** CONSULTANT will core each location for the purpose of determining if stripping is taking place. Nine (9) borings will be taken (2 on 1st Street, 2 on State Street, and 5 along Sutro and Selmi). In addition 2 pavement corings will be taken on the Lake Street bridge over the Truckee River. Representative samples of the soils encountered will be used for testing to aid in classification and moisture content determination. The results of the geotechnical investigation and associated laboratory testing will be summarized in a written technical memorandum. Consultant to include bus loading and frequency sensitivity analysis.
7. **Backcalculation Analysis.** CONSULTANT will assess the structural capacity of the existing pavement. A computerized procedure will be applied to "backcalculate" the properties of the soil and pavement layers using the collected data and layer thickness and material type information. Based upon these properties, an estimate of the original load-carrying capacity of the pavement (in 18-kip ESALs) can be made. Then, with estimates of past 18-kip ESAL traffic and our observations of pavement condition, an estimate of the remaining life of the existing pavement can be made.
8. **Develop Feasible Rehabilitation/Reconstruction Alternatives.** Based upon the results of a cost analysis, existing pavement condition, and subgrade soils, CONSULTANT will identify feasible pavement rehabilitation and/or reconstruction alternatives for the project. Among the alternatives that will be considered are:
 - AC overlay (only)
 - Full-depth patching (plus AC overlay)
 - Mill and fill (plus AC overlay)
 - Roadbed modification (reconstruction)

Upon completion of the geotechnical investigation, CONSULTANT will meet with RTC to present feasible rehabilitation alternatives. CONSULTANT will then apply the design procedures contained in the latest (1993) AASHTO Guide for Design of Pavement Structures to generate the design layer thickness associated with each pavement alternative.

9. **Conduct Life-Cycle Cost Analysis.** (NOT APPLICABLE)
10. **Identify Optimum Rehabilitation/Reconstruction Alternative.** Based upon the cost analysis, as well as some practical construction considerations, CONSULTANT will prepare the recommended rehabilitation or reconstruction alternative(s) for the project. It should be noted that because

of varying conditions along the length of the project, there may be more than one recommendation.

11. Utility Investigation/Depiction

- a. Overhead Utilities: CONSULTANT will investigate and locate all overhead utilities within the roadway right of way and areas reasonably affected. Deliverable will include depiction of all overhead utilities within the roadway right-of-way on plans developed under Section 2.1.B, Preliminary Design.
- b. Subsurface Utilities: CONSULTANT will investigate and locate subsurface utilities within the roadway right-of-way, and areas reasonably effected, in accordance with the American Society of Civil Engineers Standard guideline for the Collection and Depiction of Existing Subsurface Utility Data, Quality Level C. Additionally, CONSULTANT will coordinate with Utility Owners to remove lids of surface features and document depth of utility device, or invert of pipe, within such surface features. Deliverables will include: Depiction of subsurface utilities on plan sheets developed under Section 2.1.B, Preliminary Design. An inventory of subsurface utility surface features by Owner, type, location, and depth of feature or pipe invert.
- c. Utility coordination: Based on field investigation, CONSULTANT will provide RTC a list of utility company whose utilities are likely to be within the project limits or reasonably affected by the project. RTC will issue the initial notification to the utility agencies on the list and CONSULTANT will coordinate with the utility agencies for upcoming work, facility relocation and new installation, and to insure utilities likely affected by the project are drawn on the plan and profile, evaluate potential conflicts through field investigation, investigate conflict resolution strategies.
- d. Utility Pothole Exploration: Should insufficient information be available from existing records to determine whether or not conflicts between the proposed work and existing utilities will occur, the CONSULTANT shall pothole a sufficient number of locations to make such a determination. It is anticipated six (6) potholes will be required.

12. Report. The findings and recommendations of CONSULTANT for all tasks identified in Section 2.1.A shall be submitted by report with backup documentation. The Geotechnical Technical Memorandum and pavement design shall also be submitted to the Local Entity if the recommended pavement section varies from the Entities standards.

2.1.B. Preliminary Design

1. Supplemental Topography. Obtain cross-sections at critical locations within the length of project.
2. Mapping. Provide field topo survey or aerial photography in a digitized format for plan view at a scale of 1"=20' with a width at least 20 feet behind the curbs along the length of the project to provide for consideration of improvements and grade continuity behind the curb. To provide clarity, topography at 1-foot contour intervals may be added. Additional locations will include Sutro Street from the northern limits of the Truckee River bridge to 100-feet south of the Kuenzli Street/Sutro Street intersection and along Sutro Street from the 4th Street/Sutro Street intersection to a point 100 north of the intersection. Additional right-of-way limits to also be provided from the northern Truckee River bridge limits to Kuenzli Street.
3. Project Coordination. Attend meetings, review reports, and provide project coordination.
4. Plans and Specifications. Prepare preliminary Plans, an outline of Technical Specifications, and a preliminary cost estimate suitable for RTC and Local Government review. Construction plans shall cover an area sufficient for contractor's later use as a base for traffic control plans, e.g., coverage should include traffic control taper areas across intersections. Curb, gutter, and sidewalk that are deficient according to both RTC and local entity standards shall be identified.
5. Public Information Meeting. One public information meeting presentation will be made by CONSULTANT and RTC to properties adjacent to the project work zone to discuss project limits, scope, tentative schedule, traffic controls, driveway access, public notification requirements, and concerns of adjacent properties before the plans and specifications are finalized. It also assumed two (2) one-on-one meetings with local businesses will be required.
6. Traffic Signal Modification Design for the Sutro/McCarran and 1st/Lake intersections. CONSULTANT will prepare plans, specifications, and estimate (PS&E) for modification of the entire traffic signal system at the intersections. Work will include:

- Full inventory of the existing signal system
 - Determining detection scheme and equipment
 - Modifying signal heads
 - ADA accessible design for pedestrian buttons and feasibility of upgrading to audible signals
 - Phasing revisions as appropriate
 - Providing schedules for signal equipment and conductors
7. Drainage Design for Sutro Street roadway reconfiguration from McCarran Boulevard to the northern terminus.

2.1.C. Final Design

1. Prepare Final Plans and Specifications

- a. a. Prepare Final Construction Plans, Contract Documents and Technical Specifications suitable for construction bid advertisement for the approved alignment in accordance with RTC standards and requirements. RTC will provide the boilerplate on disk in MS Word format. The RTC, Local Entity and Quality Control review comments will be incorporated into the final Plans and Specifications. Additional improvement plans include a modified right turn pocket from westbound McCarran Boulevard to northbound Sutro Street. Task includes providing one (1) additional Permission to Construct exhibit, Permanent Easement, and Temporary Easement and additional NDOT permitting requirements.

Prepare final roadway, signing and striping sheets for Sutro Street from the north limit of the Truckee River bridge to Kuenzli Street and from the original north limits of Sutro Street/4th Street to 100 feet north of 4th Street. Improvements will be limited to signing and striping revisions and no physical roadway or drainage improvements such as curb, gutter, ADA ramps or sidewalk are anticipated.

CONSULTANT will assist the RTC in conducting stakeholder outreach with Reno Gazette Journal, Waste Management, and Petroleum Distribution to discuss potential impacts.

The final construction plans will be on 22" x 34" size sheets and will show all elements of the project construction, including plan/profile view, right-of-way lines, cross-sections and construction/slope limits. The final plan set will include, as a minimum:

- Title Sheet
- Legend, General Notes, and Abbreviations
- Plan/Profile Sheets (at 1"=20' scale)
- Intersection Details (at 1" = 10' scale)
- Grading and Pedestrian Ramp Details (at 1" = 10' scale)
- Traffic Signal Modification Sheets (at 1"=10' scale)
- Signage and Striping Plan Sheets (at 1"=20')
- Cross-section Sheets (at 1"=20' scale)
- Detail Sheets (scales as noted).

Depths of existing sanitary sewer and storm drain utilities will be checked and noted on the plans if there is any reason to expect conflict due to vertical clearances. All located, existing underground utilities will be shown on the Plan Sheets accompanied with the following "Note: Subsurface utilities are depicted by their Quality Levels in accordance American Society of Civil Engineers Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data (CI/ASCE 38-02). All utility information shown hereon is depicted to Quality Level "C", unless otherwise noted."

The Contract Documents and Technical Specifications will reference the latest edition of Standard Specifications for Public Works Construction (Orange Book) for standard construction items. Technical provisions will be prepared for approved deviations from the Orange Book and unique construction items not adequately covered in the Orange Book. The final plans and specifications will be signed and sealed by a Nevada Registered Professional Civil Engineer in responsible charge of preparation. Plans and specifications will be submitted to the RTC, Local Entity, NDOT, utility agencies and other affected parties for review at the 50%, 90%, 100%, and final stages of completion per the following:

- 50% & 90% Plans – One electronic copy (PDF) on CD to RTC, One 22"x34" set each to RTC, two 11"x17" sets to RTC, two 11"x17" sets to Local Entity, and one 11"x17" set each to utility agencies and other affected parties.
- 90% Plans – One 11"x17" set to Washoe County Health District (WCHD).
- 90% Specifications – One set each to RTC and Local Entity.
- 100% Plans – One 11"x17" each to RTC and Local Entity.
- 100% Plans – Email pdf of updated sheet(s) to WCHD as needed.
- 100% Specifications – One set each to RTC and Local Entity.
- Final Working Plan Set – One 22"x34" set to RTC, one 11"x17" set each to RTC, Local Entity, and utility agencies.

- Final Working Specification Document – One set each to RTC and Local Entity, one copy in MS Word format of the Contract Documents and Technical Specifications to RTC.
- b. Independent Checker. An independent checker will check, initial and date each plan sheet. A quality control review of the plans, contract documents and technical specifications will be performed which will focus on technical aspects of the plans and specifications and will ensure that all items of work are adequately covered.
 - c. Utility Agency Coordination. Distribute design review submittals (50% & 90%) to utility agencies for review and comment, and provide RTC a list of utility agencies provided design review submittals and Utility Agency review comments. CONSULTANT will submit areas within NDOT right-of-way to NDOT District 2 Permits, including pre-permitting and final permit review. Also, CONSULTANT will submit to the U.S. Army Corps of Engineer's and NDOT for proposed work on the Lake Street bridge over the Truckee River.
 - d. Constructability Review. CONSULTANT shall facilitate a one day workshop to perform a Constructability Review of the Project prior to the 90% submittal. The intent is to review plans, specifications, and construction approach to minimize potential construction change orders and ensure clear intent is provided. Field personnel and designer shall attend and a field review of roadway segments is anticipated. Discussion topics include review of design in the field, conflict identification, maintenance of traffic, limitations of operations, schedule and phasing.
2. Final Engineer's Opinion of Probable Construction Costs and Time. Provide a final Engineer's opinion of probable construction costs for the project based on the final design and any alternatives or options. The cost opinion will be in the same format as the bid proposal form included in the contract documents. A quality control review of the cost opinion will be performed by the CONSULTANT. The CONSULTANT will also estimate the number of working or calendar days, as appropriate, for the construction of the projects.

2.1.D. Bidding Services

1. Plan Set and Specification Distribution. CONSULTANT will provide RTC with final plans and specifications, including addenda, in Portable Document Format (PDF), for use in the Ebid system.
2. Pre-bid Meeting. CONSULTANT will be available during the bidding process to answer technical questions and will hold the pre-bid meeting. All questions and responses will be documented and provided to RTC.

CONSULTANT will prepare and provide PDF addenda, if required. All questions regarding legal aspects of the contract documents will be referred directly to RTC. CONSULTANT will prepare and provide a PDF summary of the pre-bid meeting, as directed by the RTC.

3. Bid Opening. CONSULTANT will attend the bid opening and review the bids received for irregularities and provide a recommendation for award. CONSULTANT will tabulate bid results into a MS Excel spreadsheet and check multiplication and addition of bid items.

4. This is a contingency for miscellaneous increases within the scope of this contract in the performance of services under Tasks 2.1.A. to 2.1.D. If CONSULTANT determines that it is necessary to perform work to be paid out of contingency, CONSULTANT shall provide a letter detailing the need, scope, and not-to-exceed budget for any proposed work. Work under this task shall proceed only with the RTC Project Manager's prior written approval.

2.1.E - I Construction Services (OPTIONAL) - The RTC and CONSULTANT shall review Optional Construction Services following the completion of final design to determine their appropriateness to the project.

2.1.E. Contract Administration (OPTIONAL)

1. Provide contract administration services as follows:

- Attend the preconstruction conference
- Perform construction coordination
- Review and provide recommendations on contractor's traffic control plans
- Review and stamp contractor's submittal for conformance to the contract documents, including plantmix bituminous pavement and Portland Cement concrete mix designs
- Review and provide recommendations on test results
- Review and provide recommendations on contractor's construction schedule and work progress
- Review construction for acceptance and/or mitigation
- Provide verification and approval of contractor's monthly pay request
- Supervise the inspection, surveying and material testing activities
- Provide recommendations to the RTC for any necessary construction changes due to field conditions
- Assist in change order review and approval

2.1.F. Construction Surveying (OPTIONAL)

Provide construction staking as follows:

- One set of preliminary grading stakes at 50' stations denoting offsets and cut or fill to finish grade. This set of stakes will also delineate clearing and grubbing limits.
- One set of red tops at 50 feet centers for subgrade preparation.
- One set of final curb and gutter stakes at 50 foot stations and 25 foot stations at returns.
- One set of offset stakes for storm drains, head walls, traffic signals, and utility pull boxes and vaults.
- Roadway monuments, referenced in four directions.

2.1.G. Inspection (OPTIONAL)

1. Provide Inspector. Provide one full time inspector during all construction activities. 8-hour work days and a 90 working day contract period are anticipated. This inspector will:
 - Attend the preconstruction conference
 - Monitor the work performed by the Contractor and verify that the work is in accordance with the plans and specifications
 - Assist in problem resolution with the RTC, contractor personnel, utility agencies, the public and others
 - Prepare daily inspection reports, submitted weekly to RTC and CC'd to the appropriate government jurisdiction(s).
 - Provide quantity reports and assist in contractor's monthly progress payments
 - Provide verification of the distribution of public relation notices required to be delivered by the contractor
 - Assist in preparation of the Punch List
 - Maintain a field blueline set of drawings to incorporate contractor record drawing mark-ups
2. Provide Additional Inspector During Paving Operations. Provide additional inspector during mainline paving days to monitor plantmix bituminous pavement placement and in-place density tests. ## hours of field inspection and sampling and ## hours of Nuclear Gauge time are anticipated.

2.1.H. Materials Testing (OPTIONAL)

1. Provide Material Testing for compliance with the specifications per the latest edition of the Standard Specifications for Public Works Construction (Orange Book) testing requirements. Materials to be tested will include plantmix bituminous pavement, aggregate base, native subgrade material, structural fill material and Portland Cement Concrete. Test reports,

accompanied with CONSULTANT's recommendation regarding acceptance/mitigation of materials, shall be submitted promptly to the RTC and CC'd to appropriate governmental jurisdiction(s).

2. Provide AC Plant Inspection and Testing. Provide plantmix bituminous pavement plant inspection and laboratory aggregate testing. ## hours for plant visits and sampling are anticipated. Laboratory tests will consist of sieve analysis, percent of wear, fractured faces and plasticity index.
3. Provide Asphalt Cement Testing. Sampling and testing of asphalt cement binder material shall be in accordance with Section 1.01A ASPHALT CEMENT of the RTC's Special Technical Specifications. For each paving day, the CONSULTANT's designated representative shall coordinate with and receive asphalt cement binder samples from the designated plant representative. The CONSULTANT's designated representative shall be present during all sampling operations. Each sample will be properly labeled and signed off by both representatives. A sample shall be taken during the production of each "lot" (500 ton) of plantmix bituminous pavement using container no larger than a quart in size. CONSULTANT to submit all asphalt cement binder samples to the Nevada Department of Transportation (NDOT), Material Laboratory, for testing. All samples should accompany with a NDOT form titled "Transmittal for Asphalt Samples" to be provided by the RTC.
4. Provide On-site Nuclear Gauge Testing & Sampling during the placement of aggregate base and fill materials, on-site thin-lift Nuclear Gauge testing & sampling for plantmix bituminous pavement placement, and on-site PCC testing & sampling. ## hours of field testing are anticipated, and laboratory tests will include moisture density curves, Atterberg limits, and sieve analysis. Test frequency shall comply with the latest edition of the Orange Book.
5. Provide Plantmix Bituminous Pavement Testing. Provide plantmix bituminous pavement tests per each "lot" (500 tons) placed. Laboratory test shall include extraction, aggregate gradation, specific gravity, flow & stability and Marshall unit weight. Reports will also include voids in total mix and voids filled.
6. Provide Plantmix Bituminous Pavement coring and Lab Testing. Lab test shall include core unit weight. Test reports will include percent compaction.
7. Provide Top Lift Longitudinal Joint Testing and Coring. Nuclear density testing will be performed on each side of all longitudinal joints at 200 foot intervals per every 1,000 foot segment. A core will be taken in every 1,000 foot segment near the point of one of the density tests on the side of the joint with the lowest mean joint density. The cores will be tested for specific

gravity (air voids and compaction). The test report will include a Paving Plan and a Data/Calculation Sheet.

2.1.I. As-Built Information (OPTIONAL)

Record Drawings. Provide as-built record drawings for the completed project. Two sets of electronic drawings, in single file PDF format (22" x 34" at 300 dpi), on diskette will be provided to RTC for its files and distribution to the Local Entity. The PDF file shall include all plan sheets in one file with index/bookmark for easy access to different sheets or sections of the plan set.

The Record Drawings shall include a scan of the original title sheet (including the appropriate signatures by RTC, local government, signed and stamped by the CONSULTANT) and identified as record drawings.

The final record drawings must be identified, dated, and signed as the record drawings and must also contain the engineer's stamp and signature. The Consultant may either:

1. Provide the final revisions on the original engineer-stamped/signed reproducible drawings, which will then also be identified as the record drawings, or
2. Provide new engineer-stamped/signed reproducible drawings identified as the record drawings.

2.1.J CONTINGENCY (OPTIONAL)

This is a contingency for miscellaneous increases within the scope of this contract in the performance of services under Tasks 2.1.E. to 2.1.I. If CONSULTANT determines that it is necessary to perform work to be paid out of contingency, CONSULTANT shall provide a letter detailing the need, scope, and not-to-exceed budget for any proposed work. Work under this task shall proceed only with the RTC Project Manager's prior written approval.

EXHIBIT B - COST PROPOSAL AMENDMENT #1 RENO CONSOLIDATED 19-01 PROJECT

		\$330.00	\$185.00	\$145.00	\$105.00	\$60.00	\$60.00	\$175.00	\$103.00				
Tasks		Human Resources (Hours)											
Task No.	Description	Project Principal	Project Manager	Engineer	Engineering Intern / Designer	CADD Technician	Clerical	Independent QA/QC	Inspector	Total Labor Hours	Loaded Labor Costs	Subcontractor Hours	Subcontractor Costs
2.1.A	Investigation of Existing Conditions												
2.1.A.2	Condition Survey	4	16		16					36	\$5,580		
2.1.A.3	Traffic Data	2	8	20	40					70	\$9,820		
2.1.A.4	Right-of-Way Mapping Services		2		4					14	\$1,274		\$11,950
2.1.A.6.10	Pavement Design/Analysis	2	8		4					14	\$2,780		\$17,900
2.1.A.11	Utility Investigation/Depiction		20		16		40			76	\$7,780		
2.1.A.11.D	Utility Profile									4	\$0		\$6,000
2.1.A.12	Report	4	24	4	8		8			64	\$8,250		
	Hours Subtotal:	12	76	24	80		54			246	\$35,130		
	Cost Subtotal:	\$2,700.00	\$14,430.00	\$3,400.00	\$9,600.00	\$1,840.00	\$860.00	\$0.00	\$0.00	\$30.00	\$35,130.00		\$35,130.00
2.1.B	Preliminary Design												
2.1.B.1	Supplemental Topography		2							2	\$376		\$40,250
2.1.B.2	Mapping		2		6					10	\$1,210		
2.1.B.3	Project Coordination	8	40		4					52	\$9,893		
2.1.B.4	Plans and Specifications	4	16	20	80	80				200	\$21,300		\$1,000
2.1.B.5	Public Information Meeting	8	12		16		4			40	\$5,200		
2.1.B.6	Traffic Signal Modification Design	1	4		16		16			43	\$4,770		
2.1.B.7	Drainage Design	2	12	80	80	40				174	\$20,880		
	Hours Subtotal:	23	88	100	180	180	24			695	\$11,720		
	Cost Subtotal:	\$5,280.00	\$16,280.00	\$12,760.00	\$17,940.00	\$9,120.00	\$2,400.00	\$1,400.00	\$0.00	\$0.00	\$30.00		\$41,300.00
2.1.C	Final Design												
2.1.C.1	Prepare Final Plans and Specifications	20	80	8	208	250		30		596	\$63,268		\$3,000
2.1.C.1.D	Constructability Review	2	16	16						34	\$5,740		
2.1.C.2	Engineer's Opinion of Probable Costs and Time	1	4		40					45	\$7,050		
	Hours Subtotal:	23	100	24	248	250		30		693	\$72,058		
	Cost Subtotal:	\$5,290.00	\$16,360.00	\$4,200.00	\$20,040.00	\$12,500.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00		\$18,000.00
2.1.D	Bidding Services												
2.1.D.1	Bidding Services	2	12		12	16				42	\$4,800		
2.1.D.2	Contingency (OPTIONAL)									0	\$0		\$5,000.00
	Hours Subtotal:	2	12		12	16				42	\$4,800		
	Cost Subtotal:	\$490.00	\$2,720.00	\$0.00	\$1,760.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$5,000.00
2.1.E	Contract Administration (OPTIONAL)												
2.1.E.1	Contract Administration	20	40	40	16	16				132	\$20,442		
	Hours Subtotal:	20	40	40	16	16				132	\$20,442		
	Cost Subtotal:	\$4,800.00	\$7,480.00	\$5,000.00	\$1,980.00	\$980.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
2.1.F	Construction Staking (OPTIONAL)												
2.1.F.1	Construction Staking	0	2		0					2	\$600		\$16,500
	Hours Subtotal:	0	2		0					2	\$600		
	Cost Subtotal:	\$230.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$16,500.00
2.1.G	Inspection (OPTIONAL)												
2.1.G.1	Inspection	1	4		0					5	\$740		
	Hours Subtotal:	1	4		0					5	\$740		
	Cost Subtotal:	\$230.00	\$1,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
2.1.H	Materials Testing (OPTIONAL)												
2.1.H.1	Materials Testing	1	4		0					5	\$875		\$20,500
	Hours Subtotal:	1	4		0					5	\$875		
	Cost Subtotal:	\$230.00	\$1,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$20,500.00
2.1.I	As-Built Information (OPTIONAL)												
2.1.I.1	As-Built Information	0	8		0	40				48	\$3,888		
	Hours Subtotal:	0	8		0	40				48	\$3,888		
	Cost Subtotal:	\$0.00	\$1,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,888.00
2.1.J	Contingency (OPTIONAL)												
2.1.J.1	Construction	0	0	0	0	0				0	\$0		\$20,000
	Hours Subtotal:	0	0	0	0	0				0	\$0		
	Cost Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$20,000.00
	Overall Hours Totals:	82	320	184	604	530	24	40	30	1,640	\$279,150		
	Loaded, OH Costs Total:	\$49,580	\$82,160	\$20,240	\$24,040	\$12,500	\$0.00	\$1,400	\$0.00	\$0.00	\$0.00		\$20,000.00

BASIC SCOPE CONTRACT SUMMARY	
Total Estimated Basic Direct Labor Cost	\$178,799
Optional Services	\$100,365
Subcontractors	\$215,100
Direct Expenses	\$4,500
Contingency	\$76,000
Total Estimated Services:	\$574,764

CONTRACT TOTALS			
Task	Labor Hours	Subtotal	Item
Task 2.1.A	246	\$35,130	Investigation of Existing Conditions
Sub 2.1.A		\$11,950	MAPCA - Legal
Sub 2.1.A		\$17,900	Black Edge - Geotech
Sub 2.1.A.11.D		\$6,000	Profile
Task 2.1.B	695	\$12,720	Preliminary Design
2.1.B.7		\$20,880	Drainage Design
2.1.B.4		\$1,000	Reproduction
Sub 2.1.B		\$40,250	MAPCA - Survey
Task 2.1.C	693	\$72,058	Final Design
Direct 2.1.C		\$3,000	Reproduction
Task 2.1.D	42	\$4,800	Bidding Services
Task 2.1.D.1		\$5,000	Contingency
Design Subtotal:	\$233,818		
Task 2.1.E	132	\$20,442	Contract Administration (OPTIONAL)
Task 2.1.F	2	\$600	Construction Staking (OPTIONAL)
Sub 2.1.F		\$16,500	MAPCA - Construction Staking
Task 2.1.G	5	\$740	Inspection (OPTIONAL)
Task 2.1.H	5	\$875	Materials Testing (OPTIONAL)
Sub 2.1.H		\$12,500	Black Edge - Materials Testing
Task 2.1.I	48	\$3,888	As-Built Information (OPTIONAL)
Sub 2.1.I		\$20,000	Contingency
Construction Subtotal:	\$283,330		



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning · Public Transportation & Operations · Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 15, 2019

AGENDA ITEM 3.10

TO: Regional Transportation Commission

FROM: Mark Maloney
Transit Operations Manager



Lee G. Gibson, AICP
Executive Director

SUBJECT: Washoe Senior Ride Agreements with Reno-Sparks Cab Company and Whittlesea Checker Taxi

RECOMMENDATION

Approve the letter agreements with Reno-Sparks Cab Company, Whittlesea Checker Taxi and Yellow Cab for the Washoe Senior Ride program of discounted taxi fares; authorize the RTC Executive Director to execute the letter agreements.

SUMMARY

The Washoe Senior Ride (WSR) program of discounted taxi fares began in 2003 in partnership with the three local cab companies: Reno-Sparks Cab Company, Whittlesea Checker Taxi and Yellow Cab. In June 2018, the board expanded the program to all Washoe County residents who are 60 years and older, regardless of income; RTC ACCESS clients (any age) and Washoe County Veterans (any age). The program is funded with sales tax. Most WSR trips are for grocery shopping and medical appointments. RTC is transitioning from paper vouchers (Taxi Bucks) to a CardONE reloadable debit card. As a result, staff must renegotiate contracts with the local cab companies. Only Reno-Sparks Cab and Whittlesea Checker Taxi provide more than \$50,000 in rides annually and therefore contracts with these two companies requires Board approval, per RTC Management Policy P-13.

FISCAL IMPACT

The Board approved FY 2019 RTC Budget contains \$331,892 for the Washoe Senior Ride program. Sufficient funds to support continuation of the program will be included in the draft FY 2020 budget.

PREVIOUS ACTIONS BY BOARD

There have been no previous board actions on this item.

Attachment



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

March 29, 2019

Mr. Robin L. Street
General Manager
Yellow Cab Company
475 Gentry Way
Reno, NV 90502

SUBJECT: WASHOE SENIOR RIDE AGREEMENT

Dear Mr. Street:

This letter will serve as an agreement between the Regional Transportation Commission (RTC) and Yellow Cab (YC) to identify the conditions required for RTC and YC to participate in the Washoe Senior Ride (WSR) program of subsidized taxi fares for Washoe County residents who are 60 years and older, RTC ACCESS client of all ages and Washoe County Veterans of all ages.

DESCRIPTION

WSR is a cooperative effort between RTC, Washoe County Senior Services (WCSS), Reno-Sparks Cab Company (RSC), Whittlesea Checker Taxi (WCT) and Yellow Cab Company (YC). WSR provides subsidized taxi fares for Washoe County residents who are 60 years and older, RTC ACCESS clients of all ages and Washoe County Veterans of all ages, regardless of income. Each month WSR participants may purchase up to \$60 worth of taxi fares for just \$15 making taxi travel more affordable and attractive, thereby benefitting both the participants and taxicab companies. Participants will receive a WSR CardONE reloadable card, which can be used to pay any part of a taxi fare including tip. RTC administers and funds the program with Washoe County sales tax revenues.

TERM

YC agrees to continue to participate in the WSR program until this agreement is terminated by one of the parties.

TERMINATION

Either RTC or YC may terminate this agreement for cause or convenience upon at least thirty (30) days' written notice. In the event of a termination, the RTC shall pay YC for all valid WSR taxi trips up to the date of termination and invoiced by YC within 30 calendar days of that date. Any termination shall be without prejudice to any obligations or obligations or liabilities of either party accrued prior to the effective date of the termination.

SERVICES

YC agrees to accept the WSR CardONE reloadable card separately or in conjunction with cash as payment for any part of a taxi fare. The WSR CardONE reloadable card cannot be used for tips. Fares shall be based upon a boarding fee (meter drop) plus distance traveled by the taxi vehicle with passengers on board.

INVOICES AND PAYMENT

YC agrees to invoice RTC for valid WSR taxi trips using the CabConnect (CardONE) list of trips report as backup. YC shall submit invoices and backup to accountspayable@rtcwashoe.com. YC understands and agrees that RTC will only reimburse YC for valid WSR taxi trips shown on the CabConnect (CardONE) list of trips report for the month. RTC agrees to pay YC within 30 calendar days of receipt.

HOLD HARMLESS

RTC shall hold YC harmless from any personal injury or damages arising from injury or death proximately caused by the negligent or willful misconduct of any officer, employee or agent of RTC.

YC shall protect, defend, indemnify and hold harmless RTC, its Commissioners, officers, employees and agents (collectively, the "Indemnities") against any and all losses, penalties, damages, settlements, costs, charges, lawsuits, proceedings, causes of action, liens, claims and all other expenses and liabilities arising out of the performance of this agreement by YC (collectively, "Claims"), including but not limited to personal injury, damage to property (tangible or intangible), infringement of patents, trademarks or copyrights or the violation of any statute, ordinance, regulation, administrative order or rule or decree of any court. YC shall pay all costs necessary or desirable to permit the indemnities to defend such Claims, including any attorneys' fees, expert witness fees and costs and litigation costs of every kind.

NO JOINT VENTURE

The parties to this agreement and the WSR program associate with each other only for the purposes and to the extent set out in this agreement. Nothing in this agreement shall be deemed to create a partnership or joint venture, to create an employer-employee or principal-agent relationship, or to otherwise create any liability for one party for the actions, indebtedness, liabilities, and obligations of any other party.

SUCCESSORS AND ASSIGNS

YC shall not assign, sublease, or transfer this agreement or any interest therein, directly or indirectly by operation of law, without the prior written consent of RTC. Any attempt to do so without the prior written consent of RTC shall be null and void, and any assignee, subleasee, or transferee shall acquire no right or interest by reason thereof.

NOTICES

Notices required under this agreement shall be given by personal delivery or by certified or registered mail as follows:

RTC: Lee G. Gibson, AICP
Executive Director
Regional Transportation Commission
Post Office Box 30002
Reno, Nevada 89520

YC: Robin L. Street
General Manager
Yellow Cab Company
475 Gentry Way
Reno NV 90502

EXTENT OF AGREEMENT

This document embodies the entire agreement between the parties and supersedes all prior understandings or agreements, if any, relating to the duties and benefits each party is to receive from the other as part of this agreement. It may be amended or supplemented only by a written instrument signed by the authorized representatives of both parties. Unless otherwise provided in writing, the representatives of each party are identified in the paragraph denoted "Notices".

ATTORNEY'S FEES

In the event either party files suit to enforce the terms of this agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs.

SIGNATURES

By signing below, the parties agree to be bound by the terms of this agreement.

Sincerely,

Lee G. Gibson, AICP
Executive Director

YELLOW CAB COMPANY

READ AND APPROVED BY: _____

TITLE: _____

DATE: _____



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.11

TO: Regional Transportation Commission

FROM: Blaine Petersen, P.E.
Engineer II



Lee G. Gibson, AICP
Executive Director

SUBJECT: Amendment No. 2 to the Professional Services Agreement (PSA) between the RTC and Headway Transportation, LLC, formerly Traffic Works, LLC, for Package 3 of the North Valleys Improvement Project

RECOMMENDATION

Approve Amendment No. 2 to the existing Professional Services Agreement (PSA) between the RTC and Headway Transportation, LLC, formerly Traffic Works, LLC, in the amount of \$38,080 for a new not to exceed amount of \$806,080, for additional final design services and engineering services during construction related to Package 3B of the North Valleys Improvement Project; authorize the RTC Executive Director to execute the amendment.

SUMMARY

Additional time is needed to evaluate bus stop location and sidewalk connectivity request by RTC Public Transportation Department. To move the proposed signal at N. Virginia and Lemmon Dr., forward without additional delays requires the project be split into two packages; package 3 – traffic signal at N. Virginia and Lemmon Dr. and package 3B – eastbound right turn lane and bus stop/sidewalk improvements at N. Virginia and US 395. This amendment adds funds for a second set of bid documents for package 3B as well as engineering services during construction of package 3B.

This amendment adds \$38,080 to the current PSA design amount of \$768,000 for a new total not to exceed amount of \$806,080. The fee schedule and amended scope of services associated with this amendment are included as Attachment A.

FISCAL IMPACT

Project appropriations are included in the Board approved FY 2019 Budget.

PREVIOUS ACTIONS BY BOARD

November 16, 2018 Approved Amendment No. 1 of the PSA.

February 19, 2016 Approved the selection of Traffic Works and authorized the Executive Director to negotiate and execute a PSA.

ADDITIONAL BACKGROUND

Due to utility relocation and permitting delays, the original scope of the project has been split into two separate packages – package 3 consisting of the new traffic signal at N. Virginia St and Lemmon Dr. and package 3B widening of the eastbound right turn lane at N. Virginia St and US 395. Two packages requires more effort to design, advertise, create a second set of project documents and provide engineering services during project construction, which is represented by the request to increase the consultant fees.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this agenda item.

Attachment

AMENDMENT NO. 2
AGREEMENT
BETWEEN
REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY
AND
HEADWAY TRANSPORTATION, LLC

The Regional Transportation Commission of Washoe County ("RTC") and Headway Transportation, LLC, formerly Traffic Works, LLC ("CONSULTANT"), entered into an agreement on March 24, 2016, as previously amended by Amendment No. 1 (the "Agreement"). This Amendment No. 2 is dated and effective as of April 19, 2019.

RECITALS

WHEREAS, Amendment #1 added a scope of work for Package 3 for CONSULTANT to provide design and engineering during construction services for a new traffic signal system for the North Virginia St./Lemmon Dr. intersection and minor widening of the N. Virginia St./Business 395 intersection;

WHEREAS, as 90% design plans were being completed for the Package 3, RTC determined that additional design time was needed to evaluate bus stop and connectivity improvements at the N. Virginia St./Business 395 intersection; and

WHEREAS, the parties desire to split Package 3 into two separate projects with two separate scopes of work: (1) "Package 3" - N. Virginia St./Lemon Dr. intersection; and (2) "Package 3B" - N. Virginia St. /Business U.S. 395 intersection; and

WHEREAS, the parties desire to increase the not-to-exceed amount of the Agreement by \$38,080 to provide sufficient funding for CONSULTANT to complete Package 3 and Package 3B; and

NOW, THEREFORE, in consideration of the mutual promises of the parties and other good and valuable consideration, the parties do agree as follows:

1. The scope of services to complete Package 3 and Package 3B include design and engineering during construction services as described in Exhibit A attached hereto.
2. The maximum amount payable to CONSULTANT to complete each task in Exhibit A is equal to the not-to-exceed amounts identified therein. CONSULTANT can request in writing that RTC's Project Manager reallocate not-to-exceed amounts between tasks. A request to reallocate no-to-exceed amounts must be accompanied with a revised fee schedule, and must be approved in writing by RTC's Project Manager prior to performance of the work. In no case shall CONSULTANT be compensated in excess of the following not-to-exceed amount:

Package 3/Package 3B (previously completed and paid services)	\$86,609.98
Package 3 (remaining services)	\$72,357.02
<u>Package 3B (remaining services)</u>	<u>\$70,920.00</u>
Total Services	\$229,887

3. The new total not-to-exceed amount of the Agreement, as amended, shall be \$806,080.
4. All other provisions of the Agreement, as previously amended, shall remain in full force and effect.
5. The Agreement shall terminate on June 30, 2020.

IN WITNESS WHEREOF, the parties hereto have made and executed this amendment.

APPROVED AS TO LEGALITY AND FORM:

Adam Spear, RTC Director of Legal Services

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By _____
Lee G. Gibson, AICP, Executive Director

HEADWAY TRANSPORTATION, LLC.

By _____
Loren E Chilson, PE, Principal



April 9, 2019

Blaine Petersen, PE
 Regional Transportation Commission
 1105 Terminal Way, Suite 108
 Reno, Nevada 89502

Budget Breakdown By Package – North Valleys Improvements

Dear Mr. Petersen,

Per your request, we are providing a summary of the design and construction services fees billed for the North Valleys Project as a supporting document for the Request for Budget Amendment 2 – North Valleys Improvements Package 3, dated March 22, 2019. The table below shows the original Professional Agreement (PSA) broken down by design and construction services fees, approved budget adjustment at the start of North Valleys Package 3 and Amendment 1, fees billed for Packages 1,2 and 3 (through the February 13, 2019 invoice), the remaining budget for Package 3, and the requested fee changes in the March 22, 2019 Amendment. To date, the 100% design level plans and specifications for North Valleys – Package 3 have been completed and are currently being reviewed and the 90% plans and specifications for North Valleys – Package 3A have been completed. The fees shown in the table below do not show design fees already billed for Package 3 after the February 13, 2019 invoice.

	Design Fees	Construction Services Fees	Total
Original Professional Agreement	\$386,000	\$306,000	\$692,000
Package 1	\$135,957.00	\$96,314.65	\$232,271.65
Package 2	\$238,714.08	\$105,627.25	\$344,341.33
Remaining for Package 3	\$11,328.92	\$104,058.10	\$115,807
Budget Adjustment (Nov. 6, 2017)	+\$59,000	-\$59,000	\$115,807
Remaining + Adjustment (Nov. 6, 2017)	\$70,328.92	\$45,058.10	\$115,807
Amendment 1 Requested Fee (Sept. 20, 2018)	\$25,000	\$51,000	\$76,000
Current PSA (After Adjustment + Amendment 1)	\$95,328.92	\$96,058.10	\$191,807*
Package 3*	\$86,190.00	\$0.00	\$86,190.00
Remaining for Packages 3 & 3B	\$9,138.92	\$96,058.10	\$105,197.02
Amendment 2 Request	\$12,080.00	\$26,000.00	\$38,080.00
Remaining + Amendment 2 Request	\$21,218.92	\$122,058.10	\$143,277.02†
Current PSA + Amendment 2 Request	\$482,080.00	\$324,000.00	\$806,080.00

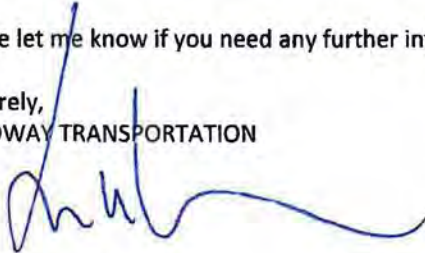
*Through the February 13, 2019 invoice.

†See Remaining + Amendment 2 Request breakdown by task for Package 3 & 3B in the table on the following sheet.

Task #	Remaining + Requested Add	Package 3 (N. Virginia/Lemmon)	Package 3B (Bus. US 395/N. Virginia)
2.1.A – Project Management	\$1,030.00	\$30.00	\$1,000.00
2.1.B – Preliminary Design	\$5.50	\$5.50	\$0.00
2.1.C – Final Design	\$16,103.42	\$10,103.42	\$6,000.00
2.1.D – Bidding Services	\$4,080.00	\$2,000.00	\$2,080.00
2.1.E – Contract Administration	\$15,210.00	\$7,610.00	\$7,600.00
2.1.F – Construction Surveying	\$13,589.25	\$4,089.25	\$9,500.00
2.1.G – Inspection	\$80,200.05	\$43,000.05	\$37,200.00
2.1.H – Materials Testing	\$8,418.80	\$3,518.80	\$4,900.00
2.1.I – As-Built Information	\$4,640.00	\$2,000.00	\$2,640.00
Total Project	\$143,277.02	\$72,357.02	\$70,920.00

Please let me know if you need any further information in this regard.

Sincerely,
HEADWAY TRANSPORTATION



Loren Chilson, PE
Principal

SAMPLE





North Valleys Improvements Package 3
Fee Proposal For Amendment 2

Date: 4/9/2019

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Remaining thru 2/13/19 invoice	ODCs/SUBS \$	Task Total	Notes:
DESIGN SERVICES									
Task 2.1 A - Project Management									
Project Coordination						\$30		\$30	
Meetings								\$0	
								\$30	
Task 2.1 B - Preliminary Design (50% & 90%)									
Investigate Existing Conditions and Field Inventory								\$0	
Surveying								\$0	
Traffic Signal/ITS								\$0	
Utility Investigation/Depiction								\$0	
Plans and Specifications						\$5.50		\$5.50	
Public Information Meeting								\$0	
Identify R/W Acquisition								\$0	
Opinion of Probable Cost (50% and 90%)								\$0	
								\$5.50	
Task 2.1 C - Final Design									
Prepare Final Plans and Specifications	4	36	12			\$703.42		\$8,663.42	
Final Engineer's Estimate of Cost & Time		6	4					\$1,440	
Contingency (Items 2.1.A - 2.1.D)								0	
								\$10,103.42	
Task 2.1 D - Bidding Services									
Plan Set and Specification Distribution						\$2,000		\$2,000	
Pre-bid Meeting								\$0	
Bid Opening								\$0	
								\$2,000	
Hours	4	42	16	0	0				
Design Totals	\$760	\$6,720	\$1,920	\$0	\$0	\$2,738.92	\$0	\$12,138.92	

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Remaining thru 2/13/19 invoice	ODCs \$	Task Total	Notes:
CONSTRUCTION SUPPORT SERVICES									
Task 2.1 E - Contract Administration									
Contract Admin Services						\$7,610		\$7,610	
Contingency (Items 2.1 E - 2.1 I)								0	
								\$7,610	
Task 2.1 F - Construction Surveying									
Construction Staking						\$289.25	\$3,800	\$4,089.25	
								\$4,089.25	
Task 2.1 G - Inspection									
Provide Inspector						\$39,400.05		\$39,400.05	
Additional Inspector							\$3,600	\$3,600	
								\$43,000.05	
Task 2.1 H - Materials Testing									
Material Testing						\$1,518.80	\$400	\$1,918.80	
AC Plant Inspection and Testing								\$0	
Asphalt Cement Testing							\$250	\$250	
On-site Nuclear Gauge Testing							\$250	\$250	
Plantmix Bituminous Pavement Testing							\$400	\$400	
Plantmix Bituminous Pavement Coring							\$450	\$450	
Top Lift Joint Testing							\$250	\$250	
								\$3,518.80	
Task 2.1 I - As-Built Information									
Record Drawings						\$1,800	\$200	\$2,000	
								\$2,000	
Hours	0	0	0	0	0				
EDC Totals	\$0	\$0	\$0	\$0	\$0	\$50,618.10	\$9,600	\$60,218.10	

**Total Remaing + Requested
 Additional, Package 3B: \$72,357.02**



North Valleys Improvements Package 3B Date: 3/22/2019
Fee Proposal

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Contingency	ODCs/SUBs \$	Task Total	Notes:
	Hours								
DESIGN SERVICES									
Task 2.1.A - Project Management									
Project Coordination								0	
Meetings		4	3					1000	
								\$1,000	
Task 2.1.B - Preliminary Design (50% & 90%)									
Investigate Existing Conditions and Field Inventory								0	
Surveying								0	
Traffic Signal/ITS								0	
Utility Investigation/Deplction								0	
Plans and Specifications								0	
Public Information Meeting								0	
Identify R/W Acquisition								0	
Opinion of Probable Cost (50% and 90%)								0	
								\$0	
Task 2.1.C - Final Design									
Prepare Final Plans and Specifications	4	22	6					5000	
Final Engineer's Estimate of Cost & Time		4	3					1000	
Contingency (Items 2.1.A - 2.1.D)								0	
								\$6,000	
Task 2.1.D - Bidding Services									
Plan Set and Specification Distribution		9						1440	
Pre-bid Meeting		2						320	
Bid Opening		2						320	
								\$2,080	
	4	43	12	0	0				
Design Totals	\$760	\$6,880	\$1,440	\$0	\$0	\$0	\$0	\$9,080	

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Contingency	ODCs \$	Task Total	Notes:
CONSTRUCTION SUPPORT SERVICES									
Task 2.1.E - Contract Administration									
Contract Admin Services	8	30	6		7			7600	
Contingency (Items 2.1.E - 2.1.I)								0	
								\$7,600	
Task 2.1.F - Construction Surveying									
Construction Staking							\$9,500	9500	
								\$9,500	
Task 2.1.G - Inspection									
Provide Inspector				128				16000	
Additional Inspector							\$21,200	21200	
								\$37,200	
Task 2.1.H - Materials Testing									
Material Testing							\$1,000	1000	
AC Plant Inspection and Testing							\$500	500	
Asphalt Cement Testing							\$500	500	
On-site Nuclear Gauge Testing							\$1,000	1000	
Plantmix Bituminous Pavement Testing							\$750	750	
Plantmix Bituminous Pavement Coring							\$900	900	
Top Lift Joint Testing							\$250	250	
								\$4,900	
Task 2.1.I - As-Built Information									
Record Drawings	4	6	6				\$200	2640	
								\$2,640	
	12	36	12	128	7				
EDC Totals	\$2,280	\$5,760	\$1,440	\$16,000	\$560	\$0	\$35,800	\$61,840	

Total Remaining + Requested Additional, Package 3B: \$70,920



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

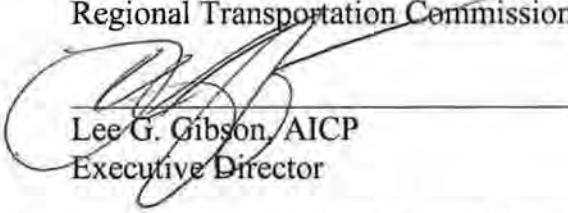
Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.12

TO: Regional Transportation Commission

FROM:



Lee G. Gibson, AICP
Executive Director

SUBJECT: Truckee Meadows Regional Planning Agency (TMRPA) Office Space Lease

RECOMMENDATION

Approve a lease agreement with the Truckee Meadows Regional Planning Agency (TMRPA) for office space at 1105 Terminal Way; authorize the RTC Executive Director to execute the lease.

SUMMARY

The TMRPA entered into a lease with the RTC for office space at 1105 Terminal Way on May 1, 2017, which ended March 31, 2019. An extension of this lease was granted until April 30, 2019, to allow time for the TMRPA and the RTC to present to their respective boards before execution.

The existing lease is for 1,874 square feet at a \$1.09 per square foot (\$2043.00 per month). The proposed lease has a modest increase of 3% or \$0.0327 per square foot (\$61.00 per month), reflecting a new rate of \$1.1227 per square foot or \$2,104 per month.

Federal Transit Administration (FTA) funds were used to buy and renovate the Terminal Way building. As a result, the RTC is required to charge a fair market rate for non-transit use of those spaces. Indeed, the RTC Engineering and Construction department leases office space at the same rate as is proposed for the TMRPA. Proceeds from the leases go to the provision of public transportation in the Truckee Meadows as required by the FTA.

The RTC is proposing a 14 month lease that will expire on June 30, 2020, coinciding with the end of the fiscal year. The term of the lease shall be extended automatically for an additional 12 months beginning July 1, unless either party sends written notice to the other party at least ninety (90) days before June 30 that the party does not intend to extend the term.

FISCAL IMPACT

There is no fiscal impact related to this action. The RTC will realize \$29,456 over the lease period.

PREVIOUS ACTIONS BY BOARD

April 20, 2017 Approved a two-year lease agreement with the Truckee Meadows Regional Planning Agency (TMRPA) for their continued use of the office space at 1105 Terminal Way.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this report.

Attachments

LEASE

This Lease is entered into as of May 1, 2019, by and between THE REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY ("Lessor") and the TRUCKEE MEADOWS REGIONAL PLANNING AGENCY ("Lessee").

1. Premises. Lessor leases to Lessee and Lessee hereby leases from Lessor the office space known as Suite #316, 1105 Terminal Way, Reno, Nevada, more particularly shown on Exhibit "A" (the "Premises"). Lessee acknowledges that Lessee, as a tenant in possession of the Premises prior to the effective date of this Lease, has inspected and accepted the premises, the Premises are suitable for the purpose for which Lessee intends them, are in good and satisfactory condition, that Lessor has made no representation concerning the suitability of the Premises for Lessee's intended use and that Lessor has not promised to alter, remodel or improve the Premises in any way.

Lessor will make available to Lessee the 1st Floor Conference Room and the 3rd Floor Conference Room located at 1105 Terminal Way, Lessor's building premise, on a first come, first serve basis, for meeting use. Lessor will retain the right to relocate or deny use of either conference room should a scheduling conflict arise. Lessee is responsible for all scheduling and clean-up of the conference rooms.

2. Term.
 - (a) The term of this lease shall begin on May 1, 2019 and end on June 30, 2020, unless sooner terminated pursuant to any provision hereof. The term of this lease shall be extended automatically for an additional term of twelve (12) months beginning on July 1 unless either party sends written notice to the other party at least ninety (90) days before June 30 that the party does not intend to extend the term.
 - (b) Either party may terminate this Lease upon ninety (90) days' written notice of intent to terminate.
 - (c) In the event of the expiration or earlier termination of this Lease, LESSEE will peaceably and quietly leave, surrender and yield up to the LESSOR all of the Premises in good order, condition and repair, reasonable use and wear thereof excepted.
 - (d) It is further mutually covenanted and agreed that upon the expiration or earlier termination of the term hereof, LESSEE shall remove or cause to be removed, at its own expense, any and all personal property or improvements erected or employed by LESSEE on said

leasehold, leaving and surrendering said Premises in as good order and condition as the Premises were in when delivered to LESSEE.

- (e) No holding over by LESSEE shall operate to renew this Lease without the prior written consent of LESSOR.
- (f) If Lessee holds possession of the Premises after the expiration or earlier termination of this Lease, Lessee shall become a Lessee at sufferance upon all of the terms contained herein, except as to Term and Rent. The monthly rental rate due during such holdover shall be 110% of the Rent payable immediately prior to such expiration or earlier termination of this Lease, payable monthly in advance on the first day of each month. Without limiting the foregoing, Lessee hereby agrees to indemnify, defend and hold harmless Lessor, its beneficiary, and their respective agents, contractors and employees, from and against any and all claims, liabilities, actions, losses, damages (including without limitation, direct, indirect, incidental and consequential) and expenses (including, without limitation, court costs and reasonable attorneys' fees) asserted against or sustained by any such party and arising from or by reason of such retention of possession, which obligations shall survive the expiration or termination of the term.

3. Rent.

- (a) The rent for the Premises shall be \$2,104.00 per month (the "Rent"), payable in advance on the first day of each and every month. Rent for any period less than one month shall be a pro rata portion of the monthly installment.
- (b) Rent will be subject to an increase of 3% upon each automatic extension of the term.
- (c) If the Rent is not paid within 10 days after it is due, Lessee shall pay a late payment fee of 5% of the late payment. Lessor need not accept a late payment unless the 5% fee accompanies it. Any payment by Lessee or receipt by Lessor of an amount less than the full amount then due and owing by Lessee to Lessor shall be deemed a payment on account. Lessor may accept any such check or payment without prejudice to Lessor's right to recover the balance on any Rent due and may pursue any other remedy.

4. Maintenance and Repairs: Lessee. Lessee shall maintain the interior walls, carpet, plumbing, ceiling and clean the interior surface of the glass. Lessee

shall be responsible for any repairs or replacements to the Premises, necessitated by the negligence or willful misconduct of Lessee, its agents, contractors, employees, customers, invitees and assigns.

5. Utilities, Sewer and Taxes. Lessor shall be responsible for the following utilities: electricity, gas water, sewer and garbage pickup and these utilities are included in the monthly lease rate. Lessee shall be responsible for taxes on Lessee's leasehold estate and personal property. Lessee shall not participate in the payment of property taxes, if any.
6. Premises in Clean Condition. Lessee must keep their Premises in a clean and sanitary condition, free from trash and other objectionable matter and in good condition and repair in all respects. All repairs and replacements made by lessee must be at least equal in quality to the original.
7. Alterations by Lessee. Lessee shall not, without Lessor's prior written consent, which consent shall not be unreasonably withheld, make any alterations, additions or improvements to the Premises, whether interior or exterior. However, Lessee may, with the prior written consent of Lessor, which consent may not be unreasonably withheld, install trade fixtures and additional telephone lines as are reasonably appropriate if such fixtures do not alter the basic character of the building or overload or damage it and if the installation thereof complies with all applicable laws, ordinances and regulations applicable to the Premises. Lessee must remove any such trade fixtures at the termination of this Lease and Lessee must restore the Premises to its condition existing before the installation of the trade fixtures. Property of Lessee and improvements or alterations to the Premises which are not removed upon expiration or earlier termination of this Lease shall be deemed abandoned by Lessee, and Lessor may retain, sell, or otherwise dispose of any or all such property. Lessee must promptly pay and discharge all claims for services, supplies, labor or materials furnished, or alleged to have been furnished to or for Lessee for use or inclusion in the Premises.
8. Surrender. Lessee shall surrender the Premises at the expiration or sooner termination of this Lease in a clean and sanitary condition, ordinary wear and tear excepted. All obligations of Lessee under this Lease, not fully performed as of the termination of this Lease, survive the termination of the Lease, including but not limited to all payment obligations for Rent and for other monetary obligations imposed on Lessee by the terms of this Lease. All sums due pursuant to this Lease and all damages due Lessor from Lessee by reason of Lessee's breach of any obligation of this Lease must be paid upon the termination of this Lease before vacating the Premises.

9. Indemnity. Lessee shall indemnify, defend and save Lessor and Lessor's agents, employees, partners, officers and directors harmless against any and all liabilities, claims, suits, fines, penalties, damages, losses, fees, costs and expenses (including reasonable attorney's fees) which may be imposed upon, incurred by, or asserted against any of the indemnities by reason of :
- (a) Any work or thing done in, on or about the premises by or on behalf of Lessee or any of Lessee's officers, employees, agents, sub-tenants, Licensees, permittees, customers or invitees (collectively, "Lessee's Agents");
 - (b) Any use, occupation, condition or operation of the Premises;
 - (c) Any act or omission on the part of lessee or Lessee's Agents;
 - (d) Any incident, injury (including death) or damage to any person or property occurring in, on or about the Premises or any part of it;
 - (e) Any incident, injury or damage to any person or property occurring as a result of Lessee's use of or access to Lessor's computer system, or computer network, including, without limitation,
 - i. an unauthorized release of personal identifiable, protected health or third-party corporate confidential information
 - ii. failure to prevent unauthorized access to, use or misuse of or modification to the Lessor's computer network; or
 - iii. failure to protect the Lessor's network from attack from hostile acts including but not limited to the use of malware, viruses, worms, Trojan horses and denial of service attacks; or
 - (f) Any breach of lessee's obligations under this Lease.

The provisions of this Paragraph 9 survive the expiration or termination of this Lease with respect to any claims or liabilities occurring before such expiration or termination.

10. Insurance. Prior to commencement of this Lease, Lessee shall furnish Lessor with a certificate of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth herein.
- Lessee or its insurers shall provide for 30 days' written notice to Lessor prior to the cancellation or non-renewal of any insurance referred to therein.

By requiring insurance herein, Lessor does not represent that coverage and limits will necessarily be adequate to protect Lessee and such coverage and limits shall not be deemed as a limitation on Lessee's liability under the indemnities granted to Lessor in this contract.

Lessee shall obtain insurance of the types and in the amounts described below.

- (a) Commercial General Liability and Umbrella Liability Insurance: Lessee shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this location.

CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract.

Lessor shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 11 04 13 (Additional Insured – Managers or Lessors of Premises) or a substitute providing equivalent coverage, and under the commercial umbrella, if any.

This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to Lessor. There shall be no endorsement or modification of the CGL to make it excess over other available insurance; alternatively, if the CGL states that it is excess or pro rata, the policy shall be endorsed to be primary with respect to the additional insured.

Lessee waives all rights against Lessor and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the commercial general liability or commercial umbrella liability insurance maintained pursuant to this agreement.

- (b) Commercial Property Insurance: Lessee shall maintain commercial property insurance covering the Lessee's personal property, fixtures, equipment, improvements and betterments. Commercial property insurance shall, at minimum, cover the perils insured under the ISO special causes of loss form (CP 10 30). Commercial property insurance shall cover the replacement cost of the property insured.

Lessee may, at its option, purchase business income, business interruption, extra expense or similar coverage as part of this commercial property insurance, and in no event shall Lessor be liable for any business interruption or other consequential loss sustained by Lessor, whether or not it is insured, even if such loss is caused by the negligence of Lessor, its employees, officers, directors, or agents.

Lessor and Lessee hereby waive any recovery of damages against each other (including their employees, officers, directors, agents, or representatives) for loss or damage to the building, Lessor improvements and betterments, fixtures, equipment, and any other personal property to the extent covered by the commercial property insurance or boiler and machinery insurance required above.

If the commercial property insurance purchased by Lessee as required above does not allow the insured to waive rights of recovery against others prior to loss, Lessee shall cause them to be endorsed with a waiver of subrogation as required above.

- (c) Workers Compensation Insurance: Lessor shall maintain workers compensation and employers liability insurance in compliance with Nevada statutory requirements.

The employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

Lessee waives all rights against Lessor and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the workers compensation and employers liability insurance obtained by Lessor pursuant to this agreement.

- (d) Automobile Insurance: Lessee shall maintain automobile liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident.

Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).

Coverage shall be written on ISO form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

Lessee waives all rights against Lessor and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by Lessee pursuant to this Agreement.

- (e) Network Security & Privacy Insurance: Lessee shall maintain network security and privacy insurance with a limit of not less than \$1,000,000 per incident or event.

Such insurance shall cover liability arising out of an unauthorized release of personal identifiable, protected health or third-party corporate confidential information; failure to prevent unauthorized access to, use or misuse of or modification to the network; or failure to protect the network from attack from hostile acts including but not limited to the use of malware, viruses, worms, Trojan horses and denial of service attacks.

Lessee waives all rights against Lessor and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the network security & privacy insurance obtained by Lessee pursuant to this Agreement.

- 11. Casualty. If any improvements on the Premises or any part thereof are damaged or destroyed by fire or other casualty, Lessee must immediately notify Lessor in writing. Lessor has 30 days after the casualty to determine whether or not Lessor, in Lessor's sole discretion, wishes to reconstruct or repair the Premises or wishes to terminate this Lease. If the Lease is not terminated by Lessor after a casualty, Lessor shall restore the Premises to substantially its previous condition except that Lessor is not required to rebuild, repair or replace any part of the Premises constructed or installed by or for the benefit of Lessee. If the restoration has not been substantially completed within 120 days after the casualty, Lessee may, as Lessee's sole remedy, terminate this Lease. During the time the Premises are untenable or one or more of the Essential Services are not available to the Premises due to such a casualty, the Rent due need not be paid by Lessee.

- 12. Defaults. The following are events of default by Lessee (an "event of default" or "default") hereunder:

- (a) Lessee fails to pay any Rent when due and payable under this lease and such failure continues for ten (10) days from the date such payment was due;

- (b) Any representation or warranty made by Lessee in this is false or misleading in any material respect;
 - (c) Lessee vacates or abandons the premises or any substantial part thereof or removes Lessee's property therefrom other than in the ordinary course of business;
 - (d) Lessee (i) becomes insolvent; (ii) admits in writing its inability to pay its debts; (iii) makes a general assignment for the benefit of creditors; (iv) files a voluntary petition or becomes the subject of an involuntary petition for arrangement or reorganization or seeks the appointment of a receiver or other relief under bankruptcy laws, and such petition remains undischarged for a period of thirty (30) days; or (v) takes any action to authorize or in contemplation of any of the actions set forth above in this paragraph;
 - (e) There is an attachment, execution or other seizure of all or substantially all of Lessee's assets or this leasehold;
 - (f) Lessee fails to discharge any mechanic's lien or other lien or encumbrances placed upon the premises within twenty (20) days after any such lien or encumbrance is filed against the Premises;
 - (g) Lessee fails to maintain or cause to be maintained any insurance coverage required to be maintained by Lessee or Lessee's contractors under this Lease;
 - (h) Lessee fails to comply with any covenant, agreement or obligation hereunder (other than those listed above in this Section), and such failure continues for twenty (20) days after written notice thereof to Lessee.
13. Remedies. Upon occurrence of an Event of Default, Lessor has the following rights and remedies, which are distinct, separate and cumulative and shall not operate to exclude or deprive Lessor of any other right or remedy allowed at law or equity or elsewhere in this Lease:
- (a) Lessor may terminate this Lease by written Notice to Lessee.
 - (b) Lessor may terminate Lessee's right to possession of the Premises without terminating this Lease by written notice to Lessee.
 - (c) Lessor may enforce the provisions of this Lease by a suit or suits in equity or at law for specific performance of any provision herein, and for any other appropriate legal or equitable remedy, including without

limitation, injunctive relief and recovery of all Rent due or to become due from Lessee under this Lease;

- (d) Lessor may declare due and payable by acceleration the aggregate amount of the Rent for the period from the date of the Event of Default to the end of the term, and Lessee must pay the amount thereof to Lessor immediately upon demand and Lessor may commence an action for recovery thereof without prior notice or grace.

If Lessor terminates this Lease or Lessee's right of possession, Lessee shall immediately surrender the Premises to Lessor, and Lessor may reenter and take possession of the Premises, with or without process of law, and remove all occupants and property therefrom, without being liable for prosecution of any claim therefore and without waiving any other right of Lessor under this lease or at law or in equity.

If Lessor terminates this Lease as provided above, Lessor shall be entitled to recover from Lessee all Rent for the period up to such termination date, and all other sums payable hereunder.

If Lessee fails to make any payment when due hereunder, to help defray the additional cost to Lessor for processing late payments, Lessee shall pay to Lessor on demand a late charge in an amount equal to five percent (5%) of such late payment. This late charge in not to be considered liquidated damages.

14. Lessor's Default; Limitations. Lessee has no remedy or cause of action against Lessor for Lessor's failure to perform any of Lessor's obligations under this Lease unless Lessor fails to cure the default within 30 days after written notice from Lessee specifying such default (or with respect to any default that cannot be cured within 30 days, if Lessor does not begin to cure within such period and diligently pursue the cure), and in such event, Lessee's exclusive remedy shall be an action for damages. Lessor shall not be in any default under this Lease on account of any failure or delay in performing any obligations to be performed by Lessor if the failure or delay is due in whole or in part to any strike, riot, lockout, labor dispute, civil disorder, war, shortage of or delay in obtaining labor or material, power or fuel shortage or disruption, restrictive governmental law or regulation, accident, casualty, act of God, act caused directly or indirectly by Lessee or any or Lessee's Agents or any other cause beyond the reasonable control of Lessor.
15. Assignment. Lessee shall not assign, mortgage, pledge or otherwise transfer this Lease in whole or in part, nor sub-let or permit any occupancy other than Lessee of all or any part of the Premises without the prior written consent of

Lessor, which consent may be given or withheld in Lessor's sole discretion. The term "transfer" as used above includes any assignment or subletting by operation of law and any change in ownership of 5% or more of the stock or 5% or more of the partnership or limited liability company membership interest in Lessee. Any purported transfer forbidden by this section without Lessor's prior written consent is void. No such transfer need be honored by Lessor and no such transfer relieves Lessee of its obligations under this Lease.

16. Environmental Compliance.

- (a) The following terms shall have the following meanings herein:

"Environmental Law" mean all laws and regulations of the United States, Nevada and any other Governmental Authority relating to the environmental condition of the Premises of any part thereof, including without limitation the Resources Conservation Recovery Act, 42 U.S.C. Sections 6901 et seq., The Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. Sections 9601 et seq., and any common law theory, such as nuisance or strict liability, as any of the foregoing may be amended from time to time.

"Governmental Authority" means any agency, board, bureau, commission, department or body of any municipal, county, state or federal government unit, or any subdivision thereof.

"Hazardous Substance" means any matter giving rise to liability or other obligation under any Environmental Law, and shall also include petroleum, petroleum products and oil or used oil.

"Release" has the meaning set forth in 42 U.S.C. Section 9601, as such may be amended or replaced from time to time.

"Solid Waste" has the meaning set forth in 40 C.F.R. Section 261.2, as such may be amended or replaced from time to time.

- (b) Lessee shall not cause or permit any Hazardous Substance or other dangerous toxic substances or any Solid Waste to be generated, manufactured, refined, transported, treated, stored, disposed of, handled, processed, produced or Released on the Premises except in compliance with all applicable Environmental Laws.
- (c) Lessee shall promptly provide Lessor with copies of all communications, permits or agreements with any Governmental Authority or any private entity relating in any way to the generation, manufacture, refining, transportation, treatment, storage, disposal,

handling, processing, production or Release of any Hazardous Substance or Solid Waste at the Premises.

- (d) Lessor and Lessor's Agents have the right, but not the obligation, to enter the Premises to conduct appropriate tests for the purpose of ascertaining that Lessee complies with all Environmental Laws. Upon written request by Lessor, Lessee must provide Lessor with copies of the results of appropriate test of air, water or soil to demonstrate that Lessee complies with all applicable Environmental Laws.
- (e) If the presence on or in the Premises or any part thereof, or the generation, manufacture, refining, transportation, treatment, storage, disposal, handling, processing, production or Release at the Premises of any Hazardous Substance or other dangerous toxic substances or Solid Waste is due to the breach in any way of subsection 16(b) above by Lessee or Lessee's Agents and it (i) gives rise to liability (including, but not limited to, a response action, remedial action, or removal action) under any Environmental Law, (ii) causes a significant public health effect, or (iii) pollutes or threatens to pollute the environment, Lessee shall promptly take any and all remedial and removal action necessary to clean up the Premises and mitigate exposure to liability arising from the Hazardous Substance or other dangerous toxic substances or Solid Waste, whether or not required by law.
- (f) Without limiting Lessee's obligations elsewhere in this Lease, Lessee shall indemnify, defend and hold Lessor harmless from all damages, costs, fines, penalties, liability, losses, expenses (including, but not limited to actual attorneys' fees and engineering fees) arising from or attributable to any breach by Lessee of any of its obligations, warranties or representations in this Section 16. The provisions of this Section 16 shall survive expiration or sooner termination of this Lease.

17. Notices. Any notice under this Lease shall be given in writing to the party to whom it is intended by personal delivery, facsimile, or by registered mail at the following address or such future address as may be designated in writing: to the Lessee, Truckee Meadows Regional Planning Board, c/o Executive Director, 1105 Terminal Way, Suite 316, Reno, Nevada 89502 and to the Lessor, Regional Transportation Commission of Washoe County c/o Executive Director, 1105 Terminal Way, Suite 217, Reno, Nevada 89502. Notices sent by mail shall be deemed received three (3) days after mailing.

18. Parties Bound. This Lease is binding upon and inures to the benefit of the parties hereto and their respective heirs, successors, legal representatives and

assigns. Nothing contained in this subsection, however, shall be deemed in any manner to give a right of assignment to Lessee without the written consent of Lessor.

19. Entire Agreement. This lease contains the entire agreement between the parties and no oral agreements or representations or prior written matters not contained in this Lease has any force or effect. This Lease shall not be modified in any way except in writing and executed by both parties.

Dated this May 1, 2019.

TRUCKEE MEADOWS REGIONAL PLANNING AGENCY

By _____

Title _____

REGIONAL TRANSPORTATION COMMISSION

By _____

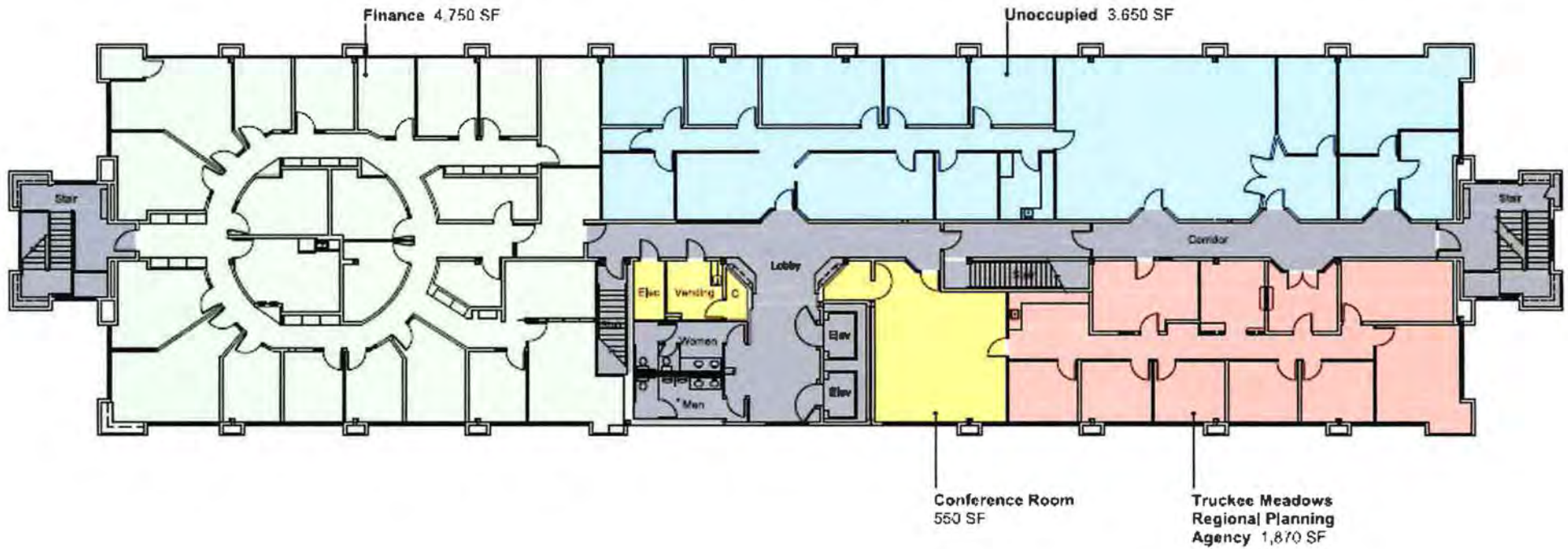
Lee G. Gibson, AICP
Executive Director

EXHIBIT "A"
DESCRIPTION OF TERMINAL WAY PREMISES

Conference and Meeting Rooms

Exhibit "A"

Finance
No Conference Room
(1) Meeting Room



Existing Third Floor
Regional Transportation Commission
1105 Terminal Way Space Planning
January 4, 2019
H+K Architects
1/16" = 1'-0"



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.13

TO: Regional Transportation Commission

FROM: Brian Stewart, P.E.
Director of Engineering



Lee G. Gibson, AICP
Executive Director

SUBJECT: Local Public Agency Cooperative Agreement with the Nevada Department of Transportation (NDOT) for the Spaghetti Bowl Xpress (SBX) Project

RECOMMENDATION

Approve a Cooperative Agreement with NDOT for installing Phase 1 of the Spaghetti Bowl Project otherwise known as the Spaghetti Bowl Xpress (SBX) in the amount of \$10,000,000 per year for three (3) fiscal years; authorize the RTC Chairman to execute the agreement.

SUMMARY

This agreement (see attachment A) will define the rolls and responsibilities for the construction of the SBX Project using \$30,000,000 total in fuel tax funds (\$10,000,000 per year for three fiscal years). The project consists of restriping and signing Eastbound I-80 so that two (2) lanes are dedicated to the I-580 exit; revise the Wells Avenue entrance ramp to Eastbound I-80 to a parallel entrance and metered; widen the Eastbound I-80 to Southbound I-580 ramp to two (2) lanes; restore the third Southbound I-580 lane at the Spaghetti Bowl; and provide Southbound I-580 lane balance between I-80 and the Villanova Exit; perpetuate existing drainage and add additional lighting, signing, and ITS facilities; improve landscape and aesthetic features; and relocate utilities as necessary to accommodate the proposed highway improvements.

FISCAL IMPACT

The RTC will contribute fuel tax funds to the project for a not to exceed amount of \$30,000,000 total at \$10,000,000 per year for three fiscal years. The following is a summary of the fiscal obligation of the RTC.

RTC Fuel Tax Funds

Fiscal Year	Payment Dates	Total Amount per Fiscal Year
FY 2020	Quarterly Payments of \$2,500,000 on September 30, 2019, December 30, 2019, March 30, 2020, and June 30, 2020	\$10,000,000
FY 2021	Quarterly Payments of \$2,500,000 on September 30, 2020, December 30, 2020, March 30, 2021, and June 30, 2021	\$10,000,000
FY 2022	Quarterly Payments of \$2,500,000 on September 30, 2021, December 30, 2021, March 30, 2022, and June 30, 2022	\$10,000,000
TOTAL FUNDING FOR RTC CONTRIBUTION		\$30,000,000

PREVIOUS ACTIONS BY BOARD

January 18, 2019 Adopted the FY 2020 Fuel Tax Program of Projects that included the SBX Project.

ADDITIONAL BACKGROUND

NDOT is administering and leading the SBX Project and it is anticipated that construction can begin near the beginning of calendar year 2020.

SBX Project benefits include the following:

- I-80 eastbound backups approaching the eastbound exit to I-580/US395 is greatly reduced or eliminated;
- The weaving movement between Wells and the I-80 eastbound exit to I-580/US395 is greatly improved;
- The eastbound I-80-to-southbound I-580/US395 movement backups is greatly reduced or eliminated;
- Southbound I-580/US395 backups is eliminated at the Spaghetti Bowl;
- Weaving between the I-80-to-I-580/US395 ramps and Second Street/Glendale Avenue is improved; and
- The Second Street/Glendale Avenue and Mill Street weave is fixed.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this agenda item.

Attachment

COOPERATIVE AGREEMENT

This Agreement is made and entered into on _____, by and between the State of Nevada, acting by and through its Department of Transportation, hereinafter called the "DEPARTMENT", and the Regional Transportation Commission of Washoe County, 1105 Terminal Way, Reno, Nevada 89502, hereinafter called the "RTC".

WITNESSETH:

WHEREAS, a Cooperative Agreement is defined as an agreement between two or more public agencies for the "joint exercise of powers, privileges and authority;" and

WHEREAS, pursuant to the provisions contained in Chapter 408 of the Nevada Revised Statutes, the Director of the DEPARTMENT may enter into those agreements necessary to carry out the provisions of the Chapter; and

WHEREAS, NRS 277.110 authorizes any two or more public agencies to enter into agreements for "joint exercise of powers, privileges, and authority"; and

WHEREAS, the parties to this Agreement are public agencies and authorized to enter into agreements in accordance with NRS 277.080 to 277.180; and

WHEREAS, the DEPARTMENT desires to complete the Phase 1 of the ultimate improvements that are detailed in the Spaghetti Bowl Environmental Impact Statement (EIS), otherwise known as the Spaghetti Bowl Xpress (SBX), which consists of restriping and signing Eastbound I-80 so that two (2) lanes are dedicated to I-580 exit; revise the Wells Avenue entrance ramp to Eastbound I-80 to a parallel entrance and metered; widen the Eastbound I-80 to Southbound I-580 ramp to two (2) lanes; restore the third Southbound I-580 lane at the Spaghetti Bowl; and provide Southbound I-580 lane balance between I-80 and the Villanova Exit; perpetuate existing drainage and add additional lighting, signing, and ITS facilities; improve landscape and aesthetic features; and relocate utilities as necessary to accommodate the proposed highway improvements, hereinafter called the "PROJECT" as shown on Exhibit A; and

WHEREAS, the RTC desires to widen Mill Street to accommodate the future improvements under the I-580 structure; add traffic signal improvements to the intersection of Mill Street and the Northbound I-580 on-ramp; and add signage and striping for Mill Street as part of the PROJECT, hereinafter called the "MILL ST IMPROVEMENTS" as shown on Exhibit B; and

WHEREAS, the RTC desires to prepare preliminary plans to improve the Mill Street corridor between Interstate 580 (I-580) and Terminal Way as part of the PROJECT, hereinafter called the "MILL ST FUTURE CORRIDOR" as shown on Exhibit C; and

WHEREAS, the RTC desires to complete the South Truckee River Multiuse Path as part of the PROJECT, hereinafter called the "SOUTH RIVER PATH" as shown on Exhibit D; and

WHEREAS, the DEPARTMENT and the RTC desire to establish estimated costs and funding, design, review, and construction roles and responsibilities related to the PROJECT; and

WHEREAS, this Agreement is of mutual benefit to the DEPARTMENT and the RTC as it provides a means of completing the PROJECT in the most efficient and cost-effective method; and

WHEREAS, the services to be provided under this Agreement will be of benefit to the DEPARTMENT, to the RTC, and to the people of the State of Nevada; and

WHEREAS, the parties hereto are willing and able to perform the services described herein.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, it is agreed as follows:

ARTICLE I - RTC AGREES

Funding

1. To fund Thirty Million and No/100 Dollars (\$30,000,000.00) of the PROJECT, hereinafter called the RTC CONTRIBUTION. The following is a summary of the RTC CONTRIBUTION with identified funding sources:

RTC CONTRIBUTION TO THE PROJECT:	\$ 30,000,000.00
RTC Local Funds	
FY 2020	\$ 10,000,000.00
Quarterly payments of \$2,500,000.00 each on September 30, 2019, December 30, 2019, March 30, 2020, and June 30, 2020	
FY 2021	\$ 10,000,000.00
Quarterly payments of \$2,500,000.00 each on September 30, 2020, December 30, 2020, March 30, 2021, and June 30, 2021	
FY 2022	<u>\$ 10,000,000.00</u>
Quarterly payments of \$2,500,000.00 each on September 30, 2021, December 30, 2021, March 30, 2022, and June 30, 2022	
TOTAL FUNDING FOR RTC CONTRIBUTION	\$ 30,000,000.00

2. If the remaining balance of the RTC Local Funds are not available by June 30, 2022, the RTC shall pay to the DEPARTMENT, any and all cost incurred by the DEPARTMENT arising from the RTC'S failure to pay the aforementioned sums when due, including, without limitation, the DEPARTMENT'S costs related to the issuance and repayment of special obligation bonds in the amount of any sum(s) not paid by the RTC when due for the period commencing upon the date such sum(s) were due and ending on the date when such sum(s) were actually paid by the RTC. In the interest of clarity, the RTC has agreed to pay any additional costs incurred by the DEPARTMENT as a direct result of the RTC's failure to make the above-stated payments on the dates and in the amounts stated above that the parties have agreed that the RTC would make such payments. The RTC has programmed local funds for this purpose. This paragraph shall survive the expiration of this Agreement.

Project Administration

3. To assign a project manager on behalf of the RTC with approval authority to act as the RTC's representative and designated point of contact to oversee the RTC's portion of the PROJECT and to ensure compliance with applicable RTC requirements and a continuity of communications between the RTC and the DEPARTMENT.

4. That the DEPARTMENT will be the point of contact for all communications with the DEPARTMENT's contractor for the PROJECT, including, but not limited to, reviewing comments on plans, specifications, traffic control plans, and inspections for the RTC's portion of the PROJECT.

5. To review, comment, and approve in writing the DEPARTMENT's Request for Proposal ("RFP") for the PROJECT, including, but not limited to, Technical Provisions, Contract Drawings, and traffic control plans. The RTC shall not impose any requirements on the DEPARTMENT or its contractor beyond those provided in such RFP as long as the design does not vary as defined in the RFP documents. In the event the design does vary from the RFP documents, any additional RTC requirements shall be agreed upon by the RTC and the DEPARTMENT at the time such design change is supplemented into the RFP documents.

6. To review, comment, and approve in writing, submitted Alternative Technical Concepts (ATCs) during the DEPARTMENT's design-build procurement which involve local street features or items under RTC's jurisdiction related to the PROJECT. Acceptance of such ATCs requires their acceptance by both parties. The RTC's response shall be received by the DEPARTMENT within fourteen (14) calendar days of the RTC's receipt of such ATCs. Failure of RTC to respond within this time frame shall constitute the RTC's approval of such ATCs and permission for the DEPARTMENT to proceed.

Design Engineering

7. To the use of those DEPARTMENT standards, specifications, and procedures set forth in the DEPARTMENT's design-build contract with its contractor for the development, analysis, and design of the PROJECT, except with the standards, specifications, and procedures set forth in the design-build contract and where agreed upon by both parties.

8. To review, comment, and approve, in writing, DEPARTMENT plans and specifications which involve local street features or items under RTC's jurisdiction related to the PROJECT. The RTC's response shall be received by the DEPARTMENT within fourteen (14) calendar days of the RTC's receipt of service of such plans and specifications. Failure of RTC to respond within this time frame shall constitute the RTC's approval of the plans and specifications and permission for the DEPARTMENT to proceed.

9. To complete NEPA and acquire the necessary permits and rights-of-way for the SOUTH RIVER PATH by January 4, 2021. If the RTC cannot complete NEPA, permitting, and right-of-way acquisition by January 4, 2021, the SOUTH RIVER PATH shall not be designed or constructed as part of the PROJECT.

Construction

10. To allow the DEPARTMENT to act on the RTC's behalf and accept construction inspection oversight of regional roads within the jurisdiction of the City of Reno, City of Sparks, and Washoe County.

11. To assign a Construction Coordinator to act as the RTC's representative to review and comment on construction contract compliance of those facilities under RTC's jurisdiction related to the PROJECT, including, but not limited to, drainage facilities, paving, sidewalk, landscape architecture, traffic signals, and street lighting.

12. To report issues about the construction of the PROJECT to the DEPARTMENT's Resident Engineer within twenty-four (24) hours of the RTC's knowledge of such issues.

ARTICLE II - DEPARTMENT AGREES

Funding

1. To fund and administer the entire PROJECT (less the programmed amounts as set forth in Article I, Paragraph 1), which includes, but is not limited to, design-build procurement, right-of-way acquisition (except as defined in Article 1, Paragraph 9), engineering, utility relocations, preparation of plans, special provisions, construction estimates, construction, construction management, quality control, quality control testing, and materials testing.

2. To invoice the RTC, on a quarterly basis, for the RTC CONTRIBUTION amounts as set forth in Article 1, Paragraph 1.

3. To invoice the RTC, and/or obligate federal funds, for any and all costs incurred by the DEPARTMENT arising from the RTC's failure to pay the aforementioned sums when due, including, without limitation, the DEPARTMENT's costs related to the issuance and repayment of special obligation bonds in the amount of any sum(s) not paid by the RTC when due for the period commencing upon the date such sum(s) are to be due and ending on the date when such sum(s) were actually paid by the RTC as established in Article 1, Paragraph 2. The DEPARTMENT anticipates that the interest rate on the special obligation bonds will range between 1.8% and 3%. The actual rate will not be known until July 1, 2019.

Project Administration

4. To monitor all PROJECT activities to ensure compliance with applicable environmental laws and regulations.

5. To maintain and update the FHWA major project management plan and the PROJECT financial plan for all elements of the PROJECT.

6. To hold meetings with the RTC concerning those facilities for which the RTC shares responsibility for regional roads of the PROJECT, including, but not limited to, coordination meetings, field reviews, right-of-way settings, and review meetings.

7. To allow the RTC fourteen (14) calendar days to review and comment on those Alternative Technical Concepts (ATCs) during the DEPARTMENT's design-build procurement which involve features or items related to the PROJECT for which the RTC shares responsibility for regional roads under the jurisdiction of City of Reno, City of Sparks, and Washoe County. Acceptance of such proposed ATCs shall require acceptance by both parties.

8. To allow the RTC to review, comment, and approve the DEPARTMENT's PROJECT change orders as well as other changes to the contract documents, plans, and specifications which involve local street features or items under RTC's jurisdiction related to the PROJECT. The RTC's written response shall be made within five (5) working days of its notice of change orders or other changes. No response from the RTC within this time frame shall constitute RTC's consent to and acceptance of such change orders or other changes and its approval for the DEPARTMENT to proceed with the work. If the RTC rejects a change order or other change that the DEPARTMENT deems to be necessary for the PROJECT and must be approved to allow constructing the PROJECT, the DEPARTMENT will approve the change order so as not to delay the PROJECT.

Design Engineering

9. To use DEPARTMENT standards, specifications, and procedures set forth in the

DEPARTMENT's design-build contract with its contractor for the development, analysis, and design of the PROJECT, unless other standards, specifications, and procedures are agreed upon by both parties.

10. To design and construct local facilities being constructed or impacted by construction with widened sidewalks in compliance to ADA PROWAG standards and the RTC's Standards, where feasible, based on the standards, specifications, and procedures set forth in the design-build contract and the needs of the PROJECT, and where agreed upon by both parties.

11. To design and construct all traffic signal improvements, including at the intersection of Mill Street and the northbound I-580 on-ramp, with new signal poles, 3" interconnect and fiber optic cable, one spare 3" interconnect conduit, and Gridsmart cameras for vehicle detection.

12. To design and construct the MILL ST IMPROVEMENTS under the I-580 structures and between the southbound and northbound ramps to accommodate full roadway cross-section of turn lanes, thru lanes, bike lanes, and sidewalks as shown on Exhibit B.

13. To design the MILL ST FUTURE CORRIDOR ultimate improvements, as shown on Exhibit C, including providing design options for future widening (i.e., widen north side vs. widen south side vs. widen from centerline), to a Stage 2 Design as set forth in the DEPARTMENT's design-build contract by April 6, 2020, or otherwise agreed upon by both Parties. The Stage 2 Design shall establish the required right-of-way for future design and construction contracts administered by the RTC.

14. After the RTC's completion of the NEPA, permitting, and right-of-way processes, to design and construct the SOUTH RIVER PATH, as shown on Exhibit D, based on RTC's thirty percent (30%) design. If the RTC cannot complete NEPA, permitting, and right-of-way acquisition by January 4, 2021, the SOUTH RIVER PATH shall not be designed or constructed as part of the PROJECT.

15. To provide the RTC with two (2) copies and one (1) electronic submittal of each set of design submittals or review and comment submittals for the PROJECT and to invite the RTC to the review meetings with the DEPARTMENT to address such comments, if any

16. To allow the RTC fourteen (14) calendar days to review and comment on plans and specifications for each PROJECT submittal for the PROJECT during design and fourteen (14) calendar days to review and comment on such submittals during construction

Construction

17. To construct the PROJECT and perform all required construction management, inspections, and quality assurance testing for the PROJECT.

18. To perform and be responsible for the construction administration of those facilities under RTC's jurisdiction related to the PROJECT.

19. To allow the RTC to observe, review, and comment on all construction work of those facilities under RTC's jurisdiction related to the PROJECT within 48 hours of any inspection. Any such comments shall be immediately directed to the DEPARTMENT's Resident Engineer only and shall not interfere with the DEPARTMENT's contractor's construction activities.

20. To coordinate with the appropriate PROJECT stakeholders when impacting public transit facilities.

ARTICLE III - IT IS MUTUALLY AGREED

1. The RTC's maximum funding responsibility is outlined in Article 1, Paragraph 1, of this Agreement, unless the RTC requests additional improvements at which time the RTC will be responsible for all costs associated with any change order(s) they initiate. The RTC will request a cost estimate for the change order(s) to be performed by the DEPARTMENT's contractor and included in the PROJECT. In the event the RTC approves, in writing, the cost estimate for the additional improvements, a written amendment to this Agreement shall be executed by both parties prior to authorization of the change order. In the event the RTC's governing body does not approve allocation of sufficient funds, the change order shall not be issued and such work shall not be completed.

2. The term of this Agreement shall be from the date first written above through and including the 31st day of December, 2023, or until construction of all improvements contemplated herein have been completed and accepted by the DEPARTMENT, whichever occurs first.

3. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

4. This Agreement may be terminated by either party prior to the date set forth above, provided that a termination shall not be effective until thirty (30) calendar days after a party has served written notice upon the other party. This Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason Federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired. The parties expressly agree that this Agreement shall automatically terminate if the State Legislature does not authorize funding or expenditures in the 2019 legislative session.

5. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT:

Kristina Swallow, P.E., Director
Attn.: Dale Keller, P.E., Asst. Chief of Project Management
Nevada Department of Transportation
Division: Project Management
1263 South Stewart Street
Carson City, Nevada 89712
Phone: 775-888-7603
Fax: 775-888-7322
Email: dkeller@dot.nv.gov

FOR RTC:

Lee G. Gibson, AICP, Executive Director
Attn.: Brian Stewart, Director of Engineering
Regional Transportation Commission of Washoe County
1105 Terminal Way
Reno, Nevada 89520
Phone: 775-335-1880
Fax: 775-348-1051
Email: bstewart@rtcwashoe.com

6. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitations, earthquakes, floods, winds or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

7. To the fullest extent of NRS Chapter 41 liability limitations, each party shall indemnify, hold harmless and defend, not excluding the other's right to participate, the other from and against all liability, claims, actions, damages, losses, and expenses, including, but not limited to, reasonable attorneys' fees and costs, caused by the negligence, errors, omissions, recklessness, or intentional misconduct of its own officers, employees, and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described herein. This indemnification obligation is conditioned upon the performance of the duty of the party seeking indemnification (indemnified party), to serve the other party (indemnifying party) with written notice of an actual or pending claim, within thirty (30) calendar days of the indemnified party's notice of such actual or pending claim or cause of action. The indemnifying party shall not be liable for reimbursement of any attorney's fees and costs incurred by the indemnified party due to said party exercising its right to participate with legal counsel.

8. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any DEPARTMENT breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

9. Failure to declare a breach or the actual waiver of any particular breach of the Agreement or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

10. An alteration ordered by the DEPARTMENT, which substantially changes the services provided for by the expressed intent of this Agreement will be considered extra work, and shall be specified in a written amendment which will set forth the nature and scope thereof. The method of payment for extra work shall be specified at the time the amendment is written.

11. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada state district courts for enforcement of this Agreement.

12. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement, and this Agreement shall be construed as if such provision did not exist. The unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

13. Except as otherwise expressly provided within this Agreement, all or any property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

14. In the event the Nevada Legislature does not appropriate sufficient or any funds for a DEPARTMENT biennium during the term of this Agreement, this Agreement shall terminate.

15. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

16. Each party agrees to keep and maintain under generally accepted accounting principles full, true, and complete records and documents pertaining to this Agreement and present, at any reasonable time, such information for inspection, examination, review, audit, and copying at any office where such records and documentation are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

17. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is, and shall be, a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

18. In connection with the performance of work under this Agreement, the parties agree not to discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, sexual orientation or age, including, without limitation, with regard to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including, without limitation, apprenticeship. The parties further agree to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

19. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Agreement without the prior written consent of the other party.

20. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

21. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

22. Each party shall keep confidential all information, in whatever form, produced, prepared, observed, or received by that party to the extent that such information is confidential by law or otherwise required to be kept confidential by this Agreement.

23. This Agreement constitutes the entire agreement of the parties and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

Regional Transportation Commission

State of Nevada, acting by and through its
DEPARTMENT OF TRANSPORTATION

Director

Name and Title (Print)

Approved as to Legality and Form:

Deputy Attorney General

Approved as to Form:

Attorney

SAMPLE

EXHIBIT A



- Legend:**
- Existing Pavement
 - Existing Bridge
 - Potential Project Work Limits
 - Potential Project Work - Bridges



SPAGHETTI BOWL XPRESS PROJECT (SBX)

Project Map
SBX Improvements
Reference Information Only - Subject to Change

0 100 200 FEET

ALL INFORMATION PRESENTED IS
PRELIMINARY AND SUBJECT TO REVISION

STATE	PROJECT NO	COUNTY	SHEET NO
NEVADA	PROJECT	WASHOE	

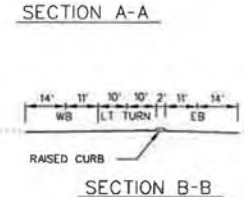
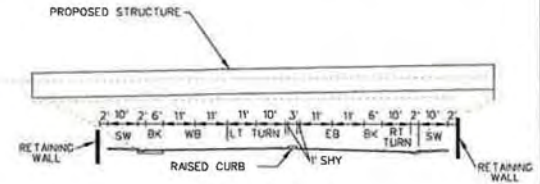
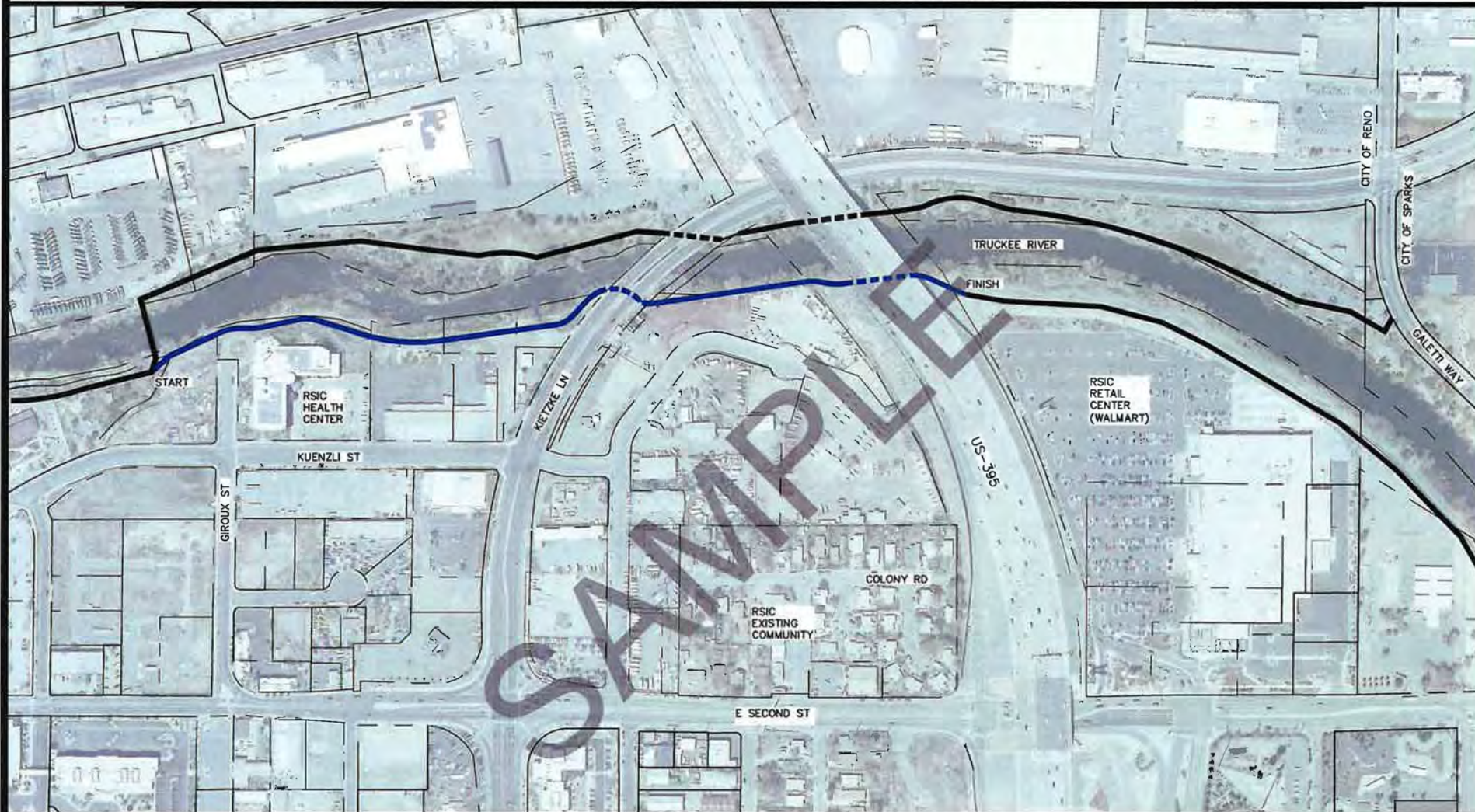


EXHIBIT B

STATE OF NEVADA
DEPARTMENT OF TRANSPORTATION
I-80/I-580/US395 RENO SPAGHETTI BOWL
PROJECT
SPAGHETTI BOWL XPRESS
MILL STREET
LEFT TURN LANE CONCEPT



RTC TRUCKEE RIVER SHARED USE PATH PROJECT



LEGEND




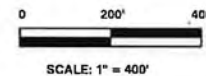
-  PROPOSED PATHWAY – RIVERSIDE ALIGNMENT
-  EXISTING PATHWAY
-  PROPERTY LINES



EXHIBIT D





REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 4.1

TO: Regional Transportation Commission

FROM: Lee G. Gibson, AICP
Executive Director

A handwritten signature in black ink, appearing to be "Lee G. Gibson", is written over the printed name and title in the "FROM:" field.

SUBJECT: Director's Report

Monthly verbal update/messages from RTC Executive Director Lee G. Gibson – *no action will be taken on this item.*



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 4.2

TO: Regional Transportation Commission

FROM: Lee G. Gibson, AICP
Executive Director

A handwritten signature in black ink, appearing to be "Lee G. Gibson", is written over the printed name and title in the "FROM:" field.

SUBJECT: Federal Report

Monthly update/messages from RTC Executive Director Lee G. Gibson – *no action will be taken on this item.*

Attachment

Federal Update for RTC of Washoe County
Prepared by Cardinal Infrastructure and Thompson Coburn
April 19, 2019 Board Meeting

Virginia Street Project Update

The U.S. Department of Transportation's (US DOT) Federal Transit Administration (FTA) announced the allocation of \$40.4 million in Fiscal Year (FY) 2018 funding for the Virginia Street BRT Extension Project. FTA announced a total of \$1.36 billion in federal funding allocations to 16 new and existing transit projects in the Capital Investment Grants (CIG) Program. With this announcement, FTA has advanced funding for 22 new CIG projects throughout the nation under this administration since January 20, 2017, totaling approximately \$5.06 billion in funding commitments.

RTC anticipates receiving the \$40.4 million grant for the project in late July, according to the FTA's roadmap. The allocation of the requested funding by FTA is a significant milestone in that process and is a precondition to obtaining the grant.

Automated Driving System Demonstration

RTC, in cooperation with Proterra, University of Nevada – Reno, the City of Reno, and EasyMile, submitted a grant application to the U.S. Department of Transportation's (US DOT) Fiscal Year 2018 Automated Driving System Demonstration Grant program. US DOT received 73 applications for up to \$60 million in federal funding.

This project will be the first living lab that maps complete traffic trajectories with roadside light detection and ranging (LiDAR) sensors and serves multimodal connected road users, including an autonomous, 40-foot electrically powered Proterra bus and two autonomous sedans. As such, this project will explore how roadside LiDAR data can be used in connected-traffic applications for connected and autonomous vehicles, pedestrians, and cyclists, which will be a novel contribution. The findings of this project could also help inform better infrastructure investment decisions.

Transportation and Infrastructure Member's Day

The House Transportation and Infrastructure Committee will hold a Member's Day on May. Members may testify on any issue that comes under committee jurisdiction, although Chairman DeFazio and Ranking Member Graves will prefer issues directed at the Subcommittee on Highways and Transit for purposes of surface transportation reauthorization. Due to the lack of earmarks, members can only discuss specific projects so much as they relate to a specific program or policy priority.

Furthermore, the committee will be sending out requests for stakeholders to submit priorities. RTC will be submitting comments to the committee and working with Congressman Amodei to provide policy and project priorities.

Senate Hearing on 2020 Budget

The Senate Appropriations Subcommittee on Transportation, Housing and Urban Development held a hearing on the President's FY 20 budget request for US DOT; Secretary Chao testified.

Subcommittee Chairwoman Susan Collins (R-MN) noted that US DOT has not offered any path forward for addressing looming shortfalls in the Highway Trust Fund (HTF) that start next year. Senator Collins commented on the approval of a FY 20 congressional budget agreement, "If we do not reach an agreement on the discretionary caps...the total funding available for non-defense discretionary programs will fall by \$55 billion. The impact of sequestration level funding would be devastating for our nation's infrastructure."

Subcommittee Ranking Member Jack Reed (D-RI), remarked that the recommended funding levels for CIG program are still "woefully inadequate." On the surface transportation reauthorization bill, Senator Reed said that small adjustments for inflation are a non-starter if that's what's proposed.

Senator Feinstein (D-CA) questioned Secretary Chao on the LA Metro and BART projects in the CIG program. Chao said that there is still thinking that "we are holding back [projects], we are not holding back." She further said that "we have advanced 15 projects into CIG project development...we have fully funded all existing contracts and are going ahead with them...many times when these projects don't go forward it's because they are not meeting the criteria."

Senator Durbin (D-IL) asked Secretary Chao about the HTF and the demands for infrastructure investment. Chao remarked that it does not make sense to have two legislative vehicles, both an infrastructure bill and a reauthorization; stating, "it may very well be, it's easier for everyone, to have one vehicle and that perhaps should be the surface reauthorization bill." Durbin also asked about the use of congressionally directed spending (earmarks) for an infrastructure bill, noting that President Trump has previously endorsed the idea. Chao responded, "If the president has said that, I agree with the president."

Senate Budget Resolution

Senate Budget Committee Chairman Michael Enzi (R-WY) introduced a draft Fiscal Year 2020 budget resolution that sets out spending and revenue targets for the next five fiscal years. The blueprint provides instructions to authorizing committees to reduce deficits by a combined \$94 billion over five years by making changes to programs within their jurisdiction. Over half of that, \$50 billion, is within the purview of the Senate Finance Committee.

Notably, the budget assumes a highway user tax increase to keep the Highway Trust Fund solvent. The budget overview document provides: "The resolution calls for \$176 billion in increased revenue over the next five years. The resolution assumes about half of these receipts could be received as part of an effort to make the Highway Trust Fund solvent, though policy decisions would be left up to the Finance Committee. This assumption is based on an overarching user-pay principle to prevent the need for additional general fund transfers into the Fund."

House Budget Resolution

The House adopted a rule "deeming" a \$1.295 trillion overall cap for the Appropriations Committee to start writing FY 20 spending bills. The rule also sets parameters for floor debate on legislation for FY 20 topline numbers (divided into separate defense and nondefense categories). House Budget Committee Chairman John Yarmuth (D-KY) said the House Democrats are considering a \$34 billion increase for non-defense spending. The non-defense spending limit would therefore be \$639 billion, a 5.6% increase.

While the rule allows FY 20 appropriations bills to move forward in the House, statutory spending caps imposed in 2011 need to be raised through legislation. If there's no deal by the end of the first session of the 116th Congress in December, across-the-board cuts known as sequestration, would trigger to enforce the 2011 law's caps for FY 20, which are 11% and 9% lower than this fiscal year's spending for defense and nondefense programs. At the moment, the President is opposed to raising the caps; however, the Administration's FY 20 budget request to Congress would supplement defense spending levels with \$174 billion in funding.

Transit benefited greatly from the FY 18 and FY 19 budget deal, which included \$10 billion per year of the \$65 billion per year non-defense cap increase to be dedicated to infrastructure programs. This is how the BUILD, Bus and Bus Facilities, and Low-No Emission programs received such significant increases above authorized levels.

US DOT Personnel

The Senate confirmed Nicole Nason to be Administrator of the FHWA, 95-1, with Senator Bernie Sanders (I-Vt.) as the lone no vote. Nason currently serves as an assistant secretary for administration at the State Department and previously served as both NHTSA administrator and as an assistant secretary at USDOT. She also worked at Customs and Border Protection and for several congressional committees.

Dan DeBono is now serving as Chief Infrastructure Funding Officer at US DOT. DeBono will be responsible for some of the duties of Deputy Assistant Secretary for Transportation Policy Grover Burthey, who left several months ago. DeBono will be taking over the financing and grants side of the portfolio, including INFRA and BUILD grants.

Ray Tellis was appointed FTA's Region IX Administrator. Ray has over 25 years of experience in the public transportation industry and previously served as the Director of FTA's Los Angeles Metropolitan Office, where he led the FTA team starting in 2006. In that capacity, he oversaw the delivery of near \$250 million in annual FTA program funds to over 25 public transit agencies.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 4.3

TO: Regional Transportation Commission

FROM: Kristina Swallow, Director NDOT

SUBJECT: Nevada Department of Transportation

Monthly verbal update/messages from NDOT Director Kristina Swallow – *no action will be taken on this item.*



REGIONAL TRANSPORTATION COMMISSION

Public Transportation • Streets and Highways • Planning

April 19, 2019

AGENDA ITEM 5.1

TO: Regional Transportation Commission

FROM: Scott Miklos
Trip Reduction Analyst



Lee G. Gibson, AICP
Executive Director

SUBJECT: RTC Smart Trips to Work program (ST2W)

RECOMMENDATION

Acknowledge receipt of the draft Smart Trips 2 Work program.

SUMMARY

In 1996 RTC developed an Employee Trip Reduction (ETR) program in coordination with the local jurisdictions to encourage businesses to reduce the number of single occupant trips made by their employees. The program was incorporated into most conditions of approval for certificates of occupancy, but was largely voluntary, and participation was not as complete as had been envisioned. As the impact of the Great Recession began to be felt in the Reno/Sparks metropolitan area in 2008, the ETR program essentially came to a halt along with most new development. Now, with a robust economy, there has been renewed interest in resurrecting and updating the program by the Reno Planning Commission and the RTC's ETR requirements are once again being placed on developers in the City of Reno. The draft Smart Trips 2 Work (ST2W) program (attached) is an updated version of the original ETR program administered by the RTC.

RTC's Smart Trips to Work (ST2W) program is a resource for businesses of all sizes to reduce the number of single occupant vehicles (SOV's) during the morning and afternoon commute periods. Minimizing the number of SOVs on the road reduces the number of vehicle trips and vehicle miles traveled (VMT). The ST2W program has multiple benefits including:

- Improving air quality, especially ozone
- Reducing traffic congestion
- Reducing greenhouse gas (GHG) emissions, and
- Managing existing traffic congestion which may reduce or delay the need for major transportation infrastructure improvements.

The ST2W program can be implemented by any size business with higher Average Vehicle Ridership (AVR) goals as the number of employees increases. ST2W is designed to satisfy

Employee Trip Reduction (ETR) requirements should jurisdictions choose to require this as a condition for land development projects. RTC staff will present the draft ST2W for Board review and comment at the April 19, 2019 meeting. RTC will continue working with the local jurisdictional staff to finalize the program and bring it back to the RTC Board for approval later this year.

FISCAL IMPACT

There is no fiscal impact associated with this agenda item.

PREVIOUS ACTIONS BY BOARD

There has been no previous Board action or direction on this matter..

ADVISORY COMMITTEE(S) RECOMMENDATION

The draft ETR program was presented to the TAC and CMAQ committees on April 3, 2019, for review and comment. Both committees expressed support for program and commended the RTC for its leadership in this area.

Attachment

DRAFT Smart Trips to Work (ST2W)

Purpose: RTC's Smart Trips to Work (ST2W) program is a resource for businesses of all sizes to reduce the number of single occupant vehicles (SOV's) during the morning and afternoon commute periods. Reducing SOV's reduces the number of vehicle trips and vehicle miles traveled (VMT). ST2W has multiple benefits including:

- Improving air quality, especially ozone,
- Reducing traffic congestion,
- Reducing greenhouse gas (GHG) emissions, and
- Managing existing traffic congestion which may reduce or delay the need for major transportation infrastructure improvements.

The ST2W program can be implemented by every size business with higher goals as the number of employees increases. ST2W is designed to satisfy Employee Trip Reduction (ETR) requirements should jurisdictions choose to have this added as a condition for land development projects.

Background: RTC developed an Employee Trip Reduction (ETR) program which was adopted in 1996. Its goal was to help businesses informally incorporated elements of the ETR program, but few had a complete ETR program focused on reducing SOV's. ST2W is an updated version of the original ETR program.

ST2W supports many local planning efforts including:

1. Washoe County Health District's Ozone Advance program,
2. Resolutions supporting the Ozone Advance program,¹
3. RTC Sustainability Plan,
4. 2040 Regional Transportation Plan,
5. ReImagine Reno (City of Reno Master Plan),
6. Ignite Sparks: City of Sparks Comprehensive Plan,
7. City of Reno Sustainability & Climate Action Plan, and
8. Reno Planning Commission Goals

Implementation: Businesses implement a ST2W program by one of two circumstances: 1) Voluntarily, or 2) Required by a local jurisdiction as a condition on a land development project.

¹ Washoe County District Board of Health, Washoe County Board of County Commissioners, Reno City Council, Sparks City Council, RTC of Washoe County, and Regional Planning Governing Board.

All business will be required to have six basic elements:

1. ST2W Bulletin Board [Template to be provided by RTC],
2. Employee ride matching services [RTC currently provides this service],
3. Guaranteed ride home program [RTC currently provides this service],
4. Baseline commute survey [Template to be provided by RTC],
5. Biennial ST2W review by RTC [Assessment and recommendations], and
6. ST2W onsite coordinator [Point of contact for RTC]

Businesses will be grouped into four categories with higher goals as the number of employees increases. Success will be measured from average vehicle ridership (AVR) which will be determined through baseline and follow-up commute surveys. Businesses will be able to select from a points-based menu of options to meet their goal. Below is a summary of ST2W goals for each group of business sizes.

Number of Employees	AVR Goal	Six Basic Elements	Commute Survey	Additional ST2W Points
1 - 19	1.10	Yes	Every 5 years	0
20 - 99	1.15	Yes	Every 3 years	10
100 - 499	1.20	Yes	Every 2 years	20
500 or more	1.25	Yes	Annually	30 (plus 2 points for every 100 employees above 500)

The menu of options includes measures that:

1. Increase employee awareness of ST2W,
2. Promote ST2W implementation,
3. Increase convenience of ST2W participation, and
4. Provide options to increase ST2W participation through monetary and/or time incentives.

ST2W Category: Marketing	Measure	Points
	ST2W onsite specialist	5
	Employer rideshare event	5
	Personalized commute assistance	5
	Onsite transit information center	3
	Alternate transportation bulletin boards	3
	Employer rideshare newsletter	3
	Ride match bulletin board	3
	ST2W Web-based bulletin boards	2
	Rideshare flyer	1
	Rideshare orientation for new employees	1
	Prize drawing	1
	ST2W bulletin board (required)	0
	ST2W onsite Coordinator (required)	0
Facility (onsite unless otherwise noted)		
	Child care (or w/in 0.25 mi)	10
	Food service (or w/in 0.25 mi)	7
	Showers and/or lockers	7
	Breakroom (with kitchenette)	6
	Breakroom (without kitchenette)	5
	Electric vehicle charging	5
	Bicycle lockers	5
	Bicycle repair	2
	ATM (or w/in 0.25 mi)	2
	Vending machines	2
	Bicycle racks	2
	Health facilities (or w/in 0.25 mi)	2
	Fitness area and/or classes (or w/in 0.25 mi)	2
	Preferential parking	1
	Dry cleaning	1
	Postal service (or w/in 0.25 mi)	1
	Onsite picnic tables	1

Programs

Compressed work week	15
Monetary incentives	12
Shuttles	10
Telecommuting program	9
Comprehensive vanpool program	8
Comprehensive carpool program	8
"Best workplaces for commuters" recognition	8
Comprehensive bicycle program	7
Extra time off	7
Vanpool subsidy	5
Transit subsidy	5
Bicycle subsidy	5
Internal guaranteed ride home service	5
Internal ride matching	5
Pre-tax commuter benefit savings program	4
More frequent AVR follow-up survey	3
Startup incentive	3
Flex time schedules	3
Staggered work schedules	3
"Bike Friendly Business" recognition	3
Employer-provided bicycles	2
Lunch delivery	1
Direct deposit	1
Check cashing	1
Points program	1
Prize drawing	1
Baseline AVR survey (required)	0
External employee ride matching services (required)	0
External guaranteed ride home service (required)	0

4/3/2019

Measures

Marketing

RIDESHARE FLYER 1 point

I. ST2W MEASURE DESCRIPTION

A flyer that provides updates to Eligible Employees on alternative commute modes and incentives offered by the employer to encourage participation in a rideshare program. The flyer would be one page and may include graphics and short summaries to highlight program basics and updates. Must be distributed at least quarterly to all Eligible Employees.

GUIDANCE

This measure consists of producing and distributing a one-page flyer summarizing alternative transportation program basics and updates at least quarterly.

II. KEY ELEMENTS

Implementation

- Distributed once every three months (four times in one calendar year)
- Consider how you would distribute the flyer (email, inbox, paystub, etc.)
- Consider other locations to post (in break rooms, kitchenettes, etc.)
- How will they be archived and for how long (binder, etc.)

Suggested Topics

- Rideshare/Alternative Transportation Policy
- CEO commitment
- Subsidy information
- Photos of employees ridesharing

- Highlight an employee who rideshares
- Contests

III. SUPPORT MATERIALS

RIDESHARE ORIENTATION FOR NEW EMPLOYEES 1 point

I. ST2W MEASURE DESCRIPTION

Rule Definition (Rule reference: 3.65)

Explanation of alternative transportation modes and if applicable, employer incentives to promote and encourage participation in a rideshare program during the employer's regular orientations for new, Eligible Employees.

GUIDANCE

This measure consists of presenting, highlighting and discussing the employer's rideshare program, including their commitment to alternative transportation, their policy, available tools and resources for employees, and available incentives during the employer's regular orientation session for new employees.

II. KEY ELEMENTS

- Highlight the organization's commitment to alternate transportation.
- Provide a copy of the policy.
- Highlight the key elements of the policy:
 - Acceptable modes of transportation
 - Available support elements
 - Available incentives
 - Minimum participation levels required
 - Tracking and reporting methods
- Provide information regarding available public transportation options, which may include:
 - Bus schedule or contact information
 - Contact information for regional vanpool organization
 - Train schedule or contact information

Describe organization's rideshare matching resources (if applicable).

Describe other tools that the organization has developed and offered to employees to encourage and facilitate ridesharing.

III. SUPPORT MATERIALS

PRIZE DRAWING 1 point

I. ST2W MEASURE DESCRIPTION

Eligible Employees are provided with a chance to win prizes, at least quarterly, for participation in the trip reduction program.

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by conducting a quarterly drawing in which Eligible Employees are given a chance to win prizes for participating in ridesharing or using public transportation. The value of the prizes should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to rideshare or use public transit in exchange for the opportunity to participate in a quarterly prize drawing.
- The Employer shall provide Eligible Employees with information about the value of the startup incentive and the criteria that must be met to receive the incentive.

III. SUPPORT MATERIALS

- Not applicable

**ALTERNATIVE TRANSPORTATION
WEB-BASED BULLETIN BOARDS 2 points**

I. ST2W MEASURE DESCRIPTION

Create a company web site for Alternative Transportation

GUIDANCE

This measure consists of creating and regularly updating an alternative transportation web-based bulletin board.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by publicizing information, via the web, about alternative transportation, ridesharing, and incentive programs to all eligible employees and to encourage participation in those programs.
- The web-based bulletin board shall be properly promoted and accessible to all eligible employees. Promotion may include, but not be limited to: flyers posted on physical billboards, periodic email reminders, and links and/or banners on employer's homepage or other website frequently accessed by employees.
- The information on the web-based bulletin board shall maintained and be kept up to date, as determined by the employer.

ST2W On site Coordinator 2 Points

ONSITE TRANSIT INFORMATION CENTER 3 points

I. ST2W MEASURE DESCRIPTION

Employer-provided transit information center for general transit information and/or the onsite sale of public transit passes, tickets or tokens to that worksite's Eligible Employees. Information must be verified and updated, as necessary, at least quarterly.

GUIDANCE

This measure consists of: contacting local transit associations to obtain transit information and materials (employers may be able to arrange a deal for bulk discounts on passes, etc.), designating an area in the workplace to be the transit center, highlighting the various local transit options, and designating one or more employees to be in charge of selling transit passes and updating transit information quarterly. The Transit Information Center should be promoted within the workplace.

II. KEY ELEMENTS

Information

There are many different types of transit options depending on the worksite location. Employers should look into:

- Bus systems
- Carpool ride matching services
- Vanpools
- Park and rides
- Bike routes, etc.

Promotion

- Post transit information flyers
- Publish transit information in company newsletters
- Email or leave transit information in employee mailboxes
- Have representatives from different transit agencies
- provide presentations

III. SUPPORT MATERIALS

The following is a list of rideshare agencies and county public transit sites:

Washoe County Air Quality

RTC

<https://rtcsmartrips.rideproweb.com/rp2/Home/Home>

ALTERNATE TRANSPORTATION

BULLETIN BOARDS 3 points

I. ST2W MEASURE DESCRIPTION

A communication tool that displays materials that publicize incentives and encourage participation in a rideshare program. The bulletin board should be in a location that would be most likely viewed by the majority of the Eligible Employees. It may be necessary to have more than one bulletin board. The board should be verified and updated, as necessary, at least quarterly.

GUIDANCE

This measure consists of displaying an updated bulletin board with alternate transportation information.

II. KEY ELEMENTS

Materials

Bulletin boards commonly available through office supply stores include cork, fabric or self-stick styles that are framed or unframed. Available sizes are 18 "x 24", 36" x 24" and 36" x 48".

Bulletin Board Location

Preferred bulletin board locations include a break room, lunchroom or hallway frequently used by employees. Another option is to post a smaller board in each department.

Bulletin Board Suggestions

Appealing and eye-catching by using color outputs, avoiding clutter and changing the content at least quarterly.

Examples of information that can be presented:

- Rideshare flyer or poster (such as Measure #10 Rideshare Flyer)

- Rideshare orientation dates. Offer this as on-site training when your rideshare program is first started and as part of orientation for new employees.
- Up-to-date transit schedules
- Rideshare contest and event information such as National Rideshare Week and Bike to Work Month.
- Explanation of why ridesharing is important in your county and the value of employee's contribution.

EMPLOYER RIDESHARE NEWSLETTER 3 points

I. ST2W MEASURE DESCRIPTION

An employer-distributed newsletter that discusses alternative transportation modes, outlines incentives, and encourages participation in a rideshare program. Must be distributed at least quarterly to all Eligible Employees.

A newsletter should be at least two pages long and be text-driven to provide Eligible Employees with detailed information about ridesharing and alternative transportation. Could be an electronic newsletter.

GUIDANCE

This measure consists of providing employees with a newsletter presenting all alternative transportation options available by the employer and other agencies that may provide transportation assistance. The newsletter should also include links to commuter assistance agencies.

II. KEY ELEMENTS

Implementation

- Distributed once every three months (four times in one calendar year)
- Consider how you would distribute the newsletter (email, inbox, paystub, etc.)
- Consider other locations to post (in break rooms, kitchenettes, etc.)
- How will they be archived and for how long (binder, etc.)

Suggested Topics

Featured article in every issue on a different alternative transportation method, such as:

- Carpooling
- Taking the bus
- Cycling
- Walking
- Employee sharing experience
- Internal contests provide presentations

II. SUPPORT MATERIALS

RIDE MATCH BULLETIN BOARD 3 points

I. ST2W MEASURE DESCRIPTION

An employer-provided bulletin board available to all Eligible Employees to voluntarily find rideshare partners. May include a map of the surrounding area and push pins.

GUIDANCE

This measure consists of employers designating an area available to all Eligible Employees (break room, etc.) and post a bulletin board to be used for the purpose of finding carpool partners. The board should be properly labeled and provide simple instructions for employees who want to find carpool partners on their own.

II. KEY ELEMENTS

The "Ride Match Bulletin Board" should be predominantly displayed in a high traffic area.

In addition to providing tools helping employees find carpool partners, the "Ride Match Bulletin Board" may also include the Rideshare Flyer and a copy of the Employee Rideshare Newsletter.

III. SUPPORT MATERIALS

On Site Specialist 5 Points

EMPLOYER RIDESHARE EVENT

I. ST2W MEASURE DESCRIPTION

Employer sponsored events available to all Eligible Employees which promote rideshare opportunities, such as:

Employee Rideshare Fair that has multiple agencies or resources about alternative transportation in the vicinity of the worksite.

Presentation on the alternative transportation opportunities and services available to the worksite and benefits of ridesharing. This should be at least a one-hour meeting for all Eligible Employees or the equivalent.

Week-long Alternative Transportation/Rideshare event where Eligible Employees are encouraged to try alternative transportation throughout the week.

GUIDANCE

This measure consists of sponsoring and hosting ridesharing events with the purpose of promoting rideshare opportunities to employees. Events can include, but are not limited to, the following and should be held at least annually:

- Employee Rideshare Fair
- Alternative Transportation Opportunities Presentation
- Week-long Alternative Transportation/Rideshare Event

III. KEY ELEMENTS (cont.)

At the fair, the various agencies can set up information booths for employees to learn about alternative transportation and ridesharing opportunities in your area. They also can provide key information such as maps, computer-based programs to match employees and best routes.

Rideshare and Alternative Transportation Program

Instead of presenting information in a fair type of format, another option can consist of an hour-long presentation for employees to attend and learn about alternative transportation and ridesharing options available to them. Some key elements to remember:

- Provide adequate time for each organization to give an overview of their services.
- Allow time for questions and answers.
- Consider having employees who currently use alternative transportation or ridesharing to briefly share their experiences and encourage others to try it.

Week-Long Rideshare and Alternative Transportation Event

Employees can also learn about ridesharing and alternative transportation through personal involvement. Rideshare Week is the first week of October, and you may choose to have employees get involved in local efforts. May is Bike to Work month, and many bicycle coalitions have various activities planned. Transit agencies also may

have “Try Transit” events to encourage bus ridership.

- To plan a week-long event at your workplace, solicit help from bike coalitions, rideshare organizations and transit agencies in your area.

III. SUPPORT MATERIALS

PERSONALIZED COMMUTE ASSISTANCE 5 points

I. ST2W MEASURE DESCRIPTION

The employer provides personalized assistance such as transit itineraries, carpool matching and personal follow-up to Eligible Employees at least annually. Examples of ways an employer can provide this service to Eligible Employees are:

- Organize carpool/vanpool formation meeting(s).
- Assist in identifying bicycle and pedestrian routes.
- Assist in identifying park and ride lots.
- Assist in providing personalized transit routes and schedule information.

Provide personalized follow-up assistance to maintain participation in the commute program.

GUIDANCE

This measure consists of employers designating an individual(s) or department to help employees that need assistance in developing an appropriate alternative commute.

II. KEY ELEMENTS

- The employer, or designated individual or department, will identify and contact local transit associations to acquire information and materials
- This measure works in conjunction with Internal Ride Matching and Ride Matching Bulletin board
- This measure requires designated staff to be charged

with assisting employees

- Identify and distribute appropriate commute information and materials (e.g. bus schedules, bike routes, van pool info. etc.)

III. SUPPORT MATERIALS

Facility

PREFERENTIAL

PARKING 1 point

I. ST2W MEASURE DESCRIPTION

Rule Definition (Rule reference: 3.58)

The employer provides preferential parking spaces for use by Eligible Employees when they participate in ridesharing. These spaces must be clearly posted or marked in a manner that identifies them for carpool or vanpool use only. Of all parking spaces available for Eligible Employees (not including spaces reserved for management, visitors, or employer fleet), at least five (5) percent should be permanently designated as carpool/vanpool spaces.

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by permanently designating 5 percent of a worksite's parking spaces as preferential parking spaces to be used by Eligible Employees participating in ridesharing.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to use a carpool or vanpool for their work commute.
- Parking spaces shall be clearly designated as carpool or vanpool only spaces.

III. SUPPORT MATERIALS

- Not applicable

DRY CLEANING 1 point

I. ST2W MEASURE DESCRIPTION

Onsite pick up and delivery of Eligible Employees personal laundry through an outside agency.

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by organizing, administering, and making available to all Eligible Employees, the delivery of personal laundry to and from a local dry cleaner or laundry service. This measure does not mandate that Employers pay for laundry service.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by giving Eligible Employees the options of using an onsite laundry pick up service.
- This measure does not require Employers to pay for Employees' dry cleaning.

III. SUPPORT MATERIALS

- Not applicable

POSTAL SERVICE 1 point

I. ST2W MEASURE DESCRIPTION

Stamps for sale onsite and onsite mail pick up for Eligible Employees' personal mail. Post office within ¼ mile of worksite also qualifies.

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by providing Eligible Employees the opportunity to purchase postal stamps and personal mail pick-up. A post office located within ¼ mile of the worksite also satisfies the requirements of this measure.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by giving Eligible Employees the option of using onsite postal services.
- This measure does not require Employers to pay for Employees' stamps, postage, etc.

III. SUPPORT MATERIALS

- Not applicable

ONSITE PICNIC TABLES 1 point

I. ST2W MEASURE DESCRIPTION

Rule Definition (Rule reference: n/a)

Not applicable

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by providing onsite picnic tables made available to Eligible Employees for lunch and breaks. Employers are required to provide a number of picnic tables sufficient to satisfy the demand of their Eligible Employees, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to stay onsite during lunch breaks by providing picnic tables.
- The employer is required to periodically evaluate Eligible Employee demand for picnic tables and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

ONSITE BICYCLE

REPAIR 2 points

I. ST2W MEASURE DESCRIPTION

Services that would allow a bicycle repair person to repair and/or tune up employee bicycles by appointment when Eligible Employees sign up and agree to pay for said services.

GUIDANCE

Employers can gain two (2) points toward their ST2W plan point total by providing onsite bike repair for their Eligible Employees. This service may be provided by a third party.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to bike to

work.

- Employers are responsible for making arrangements with a third party bike repair service and promote these services to Eligible Employees.
- This measure does not require Employers to pay for Employees' bike repairs.

III. SUPPORT MATERIALS

- Not applicable

ONSITE ATM 2 points

I. ST2W MEASURE DESCRIPTION

Have an onsite ATM

GUIDANCE

Employers can gain two (2) points toward their ST2W plan point total by providing an automatic teller machine (ATM) to all Eligible Employees. A system where employees are allowed a payroll advance would also satisfy the requirements of this measure.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by reducing the need for Eligible Employees to visit a bank during the work day.

III. SUPPORT MATERIALS

- Not applicable

ONSITE VENDING

MACHINES 2 points

I. ST2W MEASURE DESCRIPTION

Have vending machines onsite.

GUIDANCE

Employers can gain two (2) points toward their ST2W plan point total for providing a number of vending machines sufficient to satisfy the demand of their Eligible Employees, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by giving Eligible Employees snack options onsite.
- The employer is required to periodically evaluate Eligible Employees demand for vending machines and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

BICYCLE RACKS 2 points

I. ST2W MEASURE DESCRIPTION

Racks and secure bicycle parking is provided to accommodate Eligible Employees who bicycle to work.

The employer must provide secure bicycle parking for the foreseeable need of the bicycle commuters.

GUIDANCE

Employers can gain two (2) points toward their ST2W plan point total by providing bike racks for their Eligible Employees. Employers must provide bicycle parking sufficient to satisfy the demand of their Eligible Employees, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to bike to work.
- The employer is required to periodically evaluate Eligible Employee demand for bicycle racks and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

HEALTH FACILITIES 2 points

I. ST2W MEASURE DESCRIPTION

Rule Definition (Rule reference: 3.39)

Services that provide first aid to Eligible Employees including, but not limited to, first aid, onsite nurse, etc. External health facilities within ¼ mile of the worksite also qualifies.

GUIDANCE

Employers can gain two (2) points toward their ST2W plan point total by providing health care services onsite. Health care services located within ¼ mile of the worksite also satisfies the requirements of this measure.

II. KEY ELEMENTS

- The purpose of this measure is to ensure that health care services are made available to Eligible Employees with the goal of reducing vehicle trips.

III. SUPPORT MATERIALS

- Not applicable

FITNESS AREA

AND/OR CLASSES 2 points

I. ST2W MEASURE DESCRIPTION

Employer-provided area to exercise during breaks or lunches. Examples may include, but are not limited to a fitness area with exercise equipment available for employee use or a room designated for an exercise video or fitness instruction during lunch at least once per week. External fitness area or classes within ¼ mile of the worksite also qualifies.

GUIDANCE

Employers can gain two (2) points toward their ST2W plan point total by providing a fitness area and/or classes onsite. Employers will be required to provide a fitness area and/or classes sufficient to accommodate the demand of their Eligible Employees, as determined

by the Employer. Fitness area or classes located within ¼ mile of the worksite also satisfies the requirements of this measure.

II. KEY ELEMENTS

- The purpose of this measure is to ensure that fitness services are made available to Eligible Employees with the goal of reducing vehicle trips.
- The employer is required to periodically evaluate Eligible Employee demand for fitness area and/or classes and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

ONSITE BREAK

ROOM AND KITCHENETTE 5 points

I. ST2W MEASURE DESCRIPTION

Eating area for employees at the worksite that includes at least a sink and a microwave or conventional stove.

GUIDANCE

Employers can gain five (5) points toward their ST2W plan point total for providing an area for food preparation. This area must include a sink and a microwave or conventional stove.

II. KEY ELEMENTS

- The purpose of this measure is reduce vehicle trips by encouraging Eligible Employees to stay onsite during breaks and lunches by providing a space for personal food preparation.

III. SUPPORT MATERIALS

- Not applicable

**ELECTRIC VEHICLE
RECHARGING 5 points**

I. ST2W MEASURE DESCRIPTION

On site charging stations

GUIDANCE

Employers can gain five (5) points toward their ST2W plan point total for providing electric vehicle recharging stations. Employers must provide sufficient recharging stations to meet the demand of their Eligible Employees, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to use electric vehicles.
- The employer is required to periodically evaluate Eligible Employee demand for electric vehicle recharging and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

On Site Bicycle Lockers 5 points

ONSITE FOOD SERVICE 7 points

I. ST2W MEASURE DESCRIPTION

Employer provides an onsite area where Eligible Employees can consistently purchase meals, such as a cafeteria or lunch truck service. External food service within ¼ mile of the worksite also qualifies.

GUIDANCE

Employers can gain seven (7) points toward their ST2W point total by providing food service to their Eligible Employees. This includes but is not limited to having a cafeteria onsite, arranging for food trucks/

vendors to be onsite during lunch breaks, and being located within ¼ mile of restaurants or other eateries.

II. KEY ELEMENTS

- The purpose of this measure is to ensure that onsite food services are made available to Eligible Employees with the goal of reducing vehicle trips.
- This measure does not award points for having vending machines onsite. See Measure #8 of Phase 1

III. SUPPORT MATERIALS

- Not applicable

SHOWERS AND/OR

LOCKERS ONSITE 7 points

I. ST2W MEASURE DESCRIPTION

Showers and lockers onsite

GUIDANCE

Employers can gain seven (7) points toward their ST2W plan point total by providing showers and/or lockers to their Eligible Employees. Employers will be required to provide a number of showers sufficient to accommodate the demand of their Eligible Employees, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to walk or bike to work by providing onsite showers and/or lockers.
- The employer is required to periodically evaluate Eligible Employee demand for showers and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

ONSITE CHILD CARE 7 points

I. ST2W MEASURE DESCRIPTION

Daycare service provided to Eligible Employees. External child care within ¼ mile of the worksite also qualifies.

GUIDANCE

Employers can gain seven (7) points toward their ST2W plan point total by providing child care onsite. Employers will be required to childcare services sufficient to accommodate the demand of their Eligible Employees, as determined by the Employer. Childcare services located within ¼ mile of the worksite will also satisfy the requirements of this measure.

II. KEY ELEMENTS

- The purpose of this measure is to ensure that child care services are made available to Eligible Employees with the goal of reducing vehicle trips.
- The employer is required to periodically evaluate Eligible Employee demand for child care and to ensure that the demand is being met.

Programs

LUNCH DELIVERY 1 point

I. ST2W MEASURE DESCRIPTION

Employer-organized lunch delivery at least twice per month available to all Eligible Employees.

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by organizing and administering lunch delivery from a local restaurant or vendor, at least twice per month, and making it available to all Eligible Employees.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by giving Eligible Employees the options to purchase meals onsite.
- This measure does not require Employers to pay for Employees' lunches.

III. SUPPORT MATERIALS

- Not applicable

DIRECT DEPOSIT 1 point

I. ST2W MEASURE DESCRIPTION

Employees can have their checks directly deposited

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by providing direct deposit of payroll checks into an account of the Employee's choosing.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by giving Eligible Employees the options for direct deposit of payroll checks.

III. SUPPORT MATERIALS

- Not applicable

CHECK CASHING 1 point

I. ST2W MEASURE DESCRIPTION

Cash checks on site

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by providing check cashing services to their Employees. A system where employees are allowed to cash a personal check at work would satisfy the requirements of this measure.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by giving Eligible Employees check cashing options onsite.

III. SUPPORT MATERIALS

- Not applicable

POINTS PROGRAM 1 point

I. ST2W MEASURE DESCRIPTION

A Program where Eligible Employees earn points for each day of participation in the trip reduction program. As defined by the employer, points are redeemed for rewards such as, but not limited to: time off, gift certificates, cash or merchandise.

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by implementing a Points Program through which Eligible Employees can earn points for participating in ridesharing or using public transportation. The Points Program shall also allow Eligible Employees to exchange earned points for rewards. The value of rewards should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to rideshare or use public transit in exchange for the opportunity to participate in a rewards points program.
- Employer shall provide all Eligible Employees information regarding the Points Program, including information about rewards and details about how to earn points.

III. SUPPORT MATERIALS

- Not applicable

PRIZE DRAWING 1 point

I. ST2W MEASURE DESCRIPTION

Eligible Employees are provided with a chance to win prizes, at least quarterly, for participation in the trip reduction program.

GUIDANCE

Employers can gain one (1) point toward their ST2W plan point total by conducting a quarterly drawing in which Eligible Employees are given a chance to win prizes for participating in ridesharing or using public transportation. The value of the prizes should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to rideshare or use public transit in exchange for the opportunity to participate in a quarterly prize drawing.
- The Employer shall provide Eligible Employees with information about the value of the startup incentive and the criteria that must be met to receive the incentive.

III. SUPPORT MATERIALS

- Not applicable

EMPLOYER-PROVIDED

BICYCLES and Helmets 2 points

I. ST2W MEASURE DESCRIPTION

Bicycles that are provided by the employer and made available for employee use during lunch and breaks.

GUIDANCE

Employers can gain two (2) points toward their ST2W plan point total by providing a number of bicycles sufficient to satisfy the demand of their Eligible Employees, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to ensure that bicycles are made available to Eligible Employees with the goal of reducing vehicle trips.
- The employer is required to periodically evaluate Eligible Employee demand for bicycles and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

EXTERNAL EMPLOYEE RIDE

MATCHING SERVICES 3 points

I. ST2W MEASURE DESCRIPTION

The employer promotes the use of a third-party rideshare program to help Eligible Employees identify appropriate opportunities for ridesharing. Employers must promote these services at least annually.

GUIDANCE

This measure consists of registering with RTC Smart Trips and promoting

the service within the workplace at least annually.

II. KEY ELEMENTS

Employer registers with a local ride matching service that pairs potential alternative transportation partners. Employees voluntarily sign up to use the service providing information such as the starting and ending location for their commute.

Employer promotes the local ride matching service within the workplace annually by any of the following:

- Posting a local ride matching service flyer
- Publishing information about the local ride matching service program in a company newsletter
- Emailing or leaving information about the local ride matching service program in employee mailboxes
- Having a representative from the local ride matching agency speak at a company meeting

Councils of Governments (COGs) and regional rideshare agencies also provide information on many local transit options. See Rideshare Agency Registration (Measure #14) for more information on rideshare agencies.

III. SUPPORT MATERIALS

RTC Smart Trips www.rtcwashoe.com

EXTERNAL GUARANTEED RIDE

HOME SERVICE 3 points

I. ST2W MEASURE DESCRIPTION

The employer utilizes a third-party service to provide Eligible Employees with a return trip to the point of commute origin, when a need for the return trip arises and the employee participated in ridesharing or alternative transportation that day. This need, as defined by the employer, may be a personal emergency, an unplanned situation or business-related activities (such as overtime). The employer needs to indicate if this service would be provided by rental car, taxi, or by a Transportation Management Association or Organization (TMA/TMO).

GUIDANCE

This measure consists of registering with a local Guaranteed Ride Home (GRH) service.

The employer, in conjunction with the GRH agency, establishes a policy identifying situations in which employees would be guaranteed a ride home and the means provided to guarantee the ride home, such as a rental car, taxi, etc. The employer promotes the service within the workplace.

II. KEY ELEMENTS

- Register with a local GRH service (see list under Section III)
- Establish a GRH policy
- All GRH policies require that the employee must have used alternative transportation that day. Other terms are variable by agency and should be determined at the time of agreement. In addition, the policy should identify the means provided to guarantee the ride home, such as a rental car, taxi, etc.
- Promote GRH service in the workplace annually by any of the following:
 - Posting flyers in the workplace
 - Publishing GRH information in company newsletter
 - Emailing or distributing GRH information in employee mailboxes
 - Having a representative from the GRH agency speak at a company meeting

IV. SUPPORT MATERIALS

STARTUP

INCENTIVE 3 points

I. ST2W MEASURE DESCRIPTION

Designed to reward Eligible Employees who previously commuted via single occupancy vehicle by offering a one-time or short-term incentive when they begin using ridesharing or alternative transportation on a regular basis.

GUIDANCE

Employers can gain three (3) points toward their ST2W plan point total by offering Eligible Employees an one-time or short-term startup incentive when they transition from commuting via a single occupancy vehicle to commuting via ride sharing or alternative transportation, and continue to do so, on a regular basis. The value of the startup incentive should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees a startup incentive as a reward for changing their commute method from a single occupancy vehicle to alternative transportation or ridesharing.
- The Employer is required to provide Eligible Employees with information about the value of the startup incentive and the criteria that must be met to receive the incentive.

III. SUPPORT MATERIALS

- Not applicable

FLEX TIME SCHEDULES 3 points

I. ST2W MEASURE DESCRIPTION

Rule Definition (Rule reference: 3.38)

Eligible Employees are permitted to adjust their work hours in order to accommodate alternative commute schedules or arrangements.

GUIDANCE

Employers can gain three (3) points toward their ST2W point total by providing flex time schedules to Eligible Employees that are not production workers (i.e. office staff) and an additional three (3) points by providing flex time schedules to Eligible Employees

who are also production workers (see definition below). Employers must allow Eligible Employees to adjust their work hours to accommodate alternative commute schedules or arrangements.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by allowing Eligible Employees to accommodate alternative commute schedules or arrangements by adjusting their work hours.
- Adjusting an Eligible Employees' work hours should not impact the total number of hours worked by the Eligible Employees.
- A production worker is an employee whose wage and working conditions at a facility are regulated under Industrial Welfare Commission Wage Orders 1-2001 (Manufacturing Industry), 3-2001 (Canning, Freezing, and Preserving Industry), or 8-2001 (Industries Handling Products After Harvest) excluding those whose job responsibilities are professional, administrative, legal, clerical, sales, or accounting.

III. SUPPORT MATERIALS

- Not applicable

STAGGERED WORK SCHEDULES 3 points

I. ST2W MEASURE DESCRIPTION

Rule Definition (Rule reference: 3.69)

The employer selects different start and stop times for departments or individuals within the company to promote ridesharing and accommodate public transit.

GUIDANCE

Employers can gain three (3) points toward their ST2W plan point total by providing staggered work schedules. This includes the Employers choosing the start and stop time for departments or individuals.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by having the Employers choose the start and stop times for Eligible Employees work schedules to promote ridesharing and accommodate public transit.
- This measure allows the Employer to choose a schedule that would fit best with each department or individual while accommodating ridesharing and public transit.

III. SUPPORT MATERIALS

- Not applicable

PRE-TAX COMMUTER BENEFIT SAVINGS PROGRAM 4 points

I. ST2W MEASURE DESCRIPTION

Allow employee to use pretax monies to pay for alternative transportation

GUIDANCE

Employers can gain four (4) points toward their ST2W plan point total by implementing a Pre-Tax Commuter Benefit Savings Program. This program will allow eligible employees to set aside vanpool, bus, or other public transits fares in a pre-tax savings account. The program, and estimated value of the benefit, should be promoted through onsite resources, email, etc.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to use public transit by providing a pre-tax savings account used to pay for transit fares.
- The Employer shall provide Eligible Employees with information about the value of the Pre-Tax Commuter Benefit Savings Program and the criteria that must be met to receive the benefit.

III. SUPPORT MATERIALS

- Not applicable

VANPOOL SUBSIDY 5 points

I. ST2W MEASURE DESCRIPTION

Employers pay for all or part of the cost of commuting by vanpool for Eligible Employees that use these services. The employer must provide information on the ETRIP regarding the monetary value of the vanpool subsidy and the frequency of distribution to Eligible Employees.

GUIDANCE

Employers can gain five (5) points toward their ST2W plan point total by providing Eligible Employees with a subsidy to pay, or help pay, for the cost of commuting by vanpool. Information about the value of the subsidy and the frequency of its distribution must be provided to Eligible Employees on at least a quarterly basis. The value of the subsidy should be sufficient to provide Eligible Employees with adequate incentive to use vanpool services, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees cash subsidies to pay for all or part of the cost of commuting to and from work by vanpool.
- The Employer is required to provide Eligible Employees with information about the value and distribution frequency of the vanpool subsidy on a quarterly basis.

III. SUPPORT MATERIALS

- Not applicable

TRANSIT SUBSIDY 5 points

I. ST2W MEASURE DESCRIPTION

Employers pay for all of the cost of commuting by local transit, commuter rail or train for Eligible Employees that use these services. The employer must provide information on the ETRIP regarding the monetary value of the transit subsidy and the frequency of distribution to Eligible Employees.

GUIDANCE

Employers can gain five (5) points toward their ST2W plan point total by providing Eligible Employees with a subsidy to pay for the cost of commuting by local transit, commuter rail, or train. Information about the value of the subsidy and the frequency of its distribution must be provided to Eligible Employees on at least a quarterly basis. The value of the subsidy should be sufficient to provide Eligible Employees with adequate incentive to use local transit, commuter rail, or train, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees cash subsidies to pay for all of the cost of commuting to and from work by local transit, commuter rail, or train.
- The Employer is required to provide Eligible Employees with information about the value and distribution frequency of the transit subsidy on a quarterly basis.

III. SUPPORT MATERIALS

BICYCLE SUBSIDY 5 points

I. ST2W MEASURE DESCRIPTION

Employers pay for all or part of the purchase of a bicycle and/or bicycle improvements, repair, and storage for Eligible Employees that use these

services and regularly commute by bicycle, as determined by the employer. The employer must provide information on the ETRIP regarding the monetary value of the bicycle subsidy and the frequency of distribution to Eligible Employees.

GUIDANCE

Employers can gain five (5) points toward their ST2W plan point total by providing Eligible Employees with a subsidy to pay for all or part of the cost of the purchase of a bicycle and/or bicycle improvements, repair, and storage for Eligible Employees that use these services and regularly commute by bicycle. Information about the value of the subsidy and the frequency of its distribution must be provided to Eligible Employees on at least a quarterly basis. The value of the subsidy should be sufficient to provide Eligible Employees with adequate incentive to use a bicycle for their work commute, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees cash subsidies to pay for all or part of the cost of commuting to and from work by bicycle.
- The Employer is required to provide Eligible Employees with information about the value and distribution frequency of the bicycle subsidy on a quarterly basis.

III. SUPPORT MATERIALS

- Not applicable

INTERNAL GUARANTEED

RIDE HOME SERVICE 5 points

I. ST2W MEASURE DESCRIPTION

The employer directly provides Eligible Employees with a return trip to the point of commute origin, when a need for the return trip arises and the employee

participated in ridesharing or alternative transportation that day. This need, as defined by the employer, may be a personal emergency, an unplanned situation or business-related activity (such as overtime). This service may be provided by employer vehicle, rental car, taxi, public transit or another employee.

GUIDANCE

This measure consists of establishing a practice or system of identifying the following:

- *Situations in which employees will be guaranteed a ride home*
- *The means provided to guarantee the ride home*
- *Who to contact, should a ride home be necessary*

II. KEY ELEMENTS

Establish and specify the eligibility criteria for an employee to receive a guaranteed ride home. The criteria may include:

- The type of alternate transportation used by the employee
- The type of rideshare arrangement the employee has (internal rideshare partner vs. external partner)
- The employee's participation level in alternate transportation (ex: must rideshare or take alternate transportation a certain number of days per week, pay period, month or year to qualify)
- The maximum number of guaranteed rides home, per employee, each month or year

Define the circumstances that warrant a guaranteed ride home, which may include:

- Illness (self, dependents and/or close relatives)
- Unplanned emergency (home fire, flood, child's school requires pick-up of child)
- Mandatory overtime

Mandatory overtime Describe the method of transportation used for Guaranteed Ride Home, which may include:

- Bus pass
- Taxi

- Rental car
- Company vehicle
- Driven home by company management

Establish a process for employees to utilize for requesting a ride home, which may include:

- Who to contact (supervisor, named individual, or position title)
- How to contact (phone, email request, complete a form, etc.)
- Notification of supervisor/manager
- Notification of rideshare partners

III. SUPPORT MATERIALS

INTERNAL RIDE MATCHING 5 points

I. ST2W MEASURE DESCRIPTION

The employer provides rideshare matching service, zip code list or assistance in finding commute alternatives for all interested Eligible Employees. Information must be updated semiannually.

GUIDANCE

This measure consists of implementing an Internal Ride Matching Service as a means by which employees can find other potential carpool/vanpool partners within one's own company. The employer will keep a list of participating employees' information for the purposes of ride matching. That list can take a variety of forms including, but not limited to, the following:

- *A paper zip code list kept by a designated employee personnel staff*
- *An electronic spreadsheet that can be accessed by internal employees*
- *Dedicated rideshare software such as a web-based data management system*

II. KEY ELEMENTS

- Employee participation in internal ride matching is voluntary

- This measure is similar to the Ride Matching Bulletin Board measure, but differs in that the employer will act as an intermediary between potential carpooling partners
- This measure has some overlap with Personalized Commute Assistance
- Employee information must be kept current and updated twice per year

III. SUPPORT MATERIALS

COMPREHENSIVE BICYCLE PROGRAM 7 points

I. ST2W MEASURE DESCRIPTION

Employer-promoted program which encourages bicycle commuting. This is intended to be a multi-faceted program that includes bicycle racks, information (such as bicycle lanes and safety considerations), and a repair kit or tools (such as a tire pump). The employer should also publicize any local Bike to Work events, typically held in May, to its employees.

GUIDANCE

Employers can gain seven (7) points toward their ST2W point total creating or promoting an existing program that provides Eligible Employees with information pertaining to commuting by bicycle. The resources provided by the program must include, but are not limited to, bicycle racks, information about bicycle lanes and bicycle safety, and a repair kit or tools. Bike to Work events must also be promoted as part of the comprehensive bike program.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to use bicycles for their work commutes.
- Employer can also promote a third party program

that provides information as defined in the rule.

- The program must be multi-faceted and include the following:

- Bicycle racks
- Information on bicycle lanes and safety considerations
- Repair kit or tools such as tire pump

III. SUPPORT MATERIALS

- Not applicable

EXTRA TIME OFF 7 points

I. ST2W MEASURE DESCRIPTION

Employers pay for all of the cost of commuting by local transit, commuter rail or train for Eligible Employees that use these services. The employer must provide information on the ETRIP regarding the monetary value of the transit subsidy and the frequency of distribution to Eligible Employees.

GUIDANCE

Employers can gain five (5) points toward their ST2W plan point total by providing Eligible Employees with a subsidy to pay for the cost of commuting by local transit, commuter rail, or train. Information about the value of the subsidy and the frequency of its distribution must be provided to Eligible Employees on at least a quarterly basis. The value of the subsidy should be sufficient to provide Eligible Employees with adequate incentive to use local transit, commuter rail, or train, as determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees cash subsidies to pay for all of the cost of commuting to and from work by local transit, commuter rail, or train.
- The Employer is required to provide Eligible Employees with information about the value and

distribution frequency of the transit subsidy on a quarterly basis.

III. SUPPORT MATERIALS

- Not applicable

COMPREHENSIVE

VANPOOL PROGRAM 8 points

I. ST2W MEASURE DESCRIPTION

Employer-promoted program designed to encourage the use of existing vanpools or the development of new vanpools. This is intended to be a multi-faceted program that includes information on vanpool availability, benefits of vanpooling, and any incentives offered by the employer or an outside agency.

GUIDANCE

Employers can gain eight (8) points toward their ST2W point total by creating or promoting an existing program that provides Eligible Employees with information regarding vanpools. The information provided by the program must include, but is not limited to, information on vanpool availability, benefits of vanpooling, and any incentives offered by the employer or an outside agency.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to create or use existing vanpools.
- This measure does allow the Employer to promote a third party program that provides information as defined in the rule. However, multiple forms of promotion should be publicized in order to satisfy this measure.
- Examples of promotion include, but are not limited to, bulletin boards, e-mail, flyers, or newsletters.

III. SUPPORT MATERIALS

**COMPREHENSIVE
CARPOOL PROGRAM 8 points**

I. ST2W MEASURE DESCRIPTION

Employer-promoted program designed to encourage the use of existing carpools or the development of new carpools. This is intended to be a multi-faceted program that includes internal ride matching or personalized commute assistance, ridesharing information, and resources on how to start a carpool. The employer should also publicize any local ridesharing events to its employees.

GUIDANCE

Employers can gain eight (8) points toward their ST2W point total by creating or promoting an existing program that provides Eligible Employees with information pertaining to carpools. The resources provided by the program must include, but are not limited to, internal ride matching or personalized commute assistance, ridesharing information, and resources on how to start a carpool.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to create or use existing carpools for their works commutes.
- This measure does allow the Employer to promote a third party program that provides information as defined in the rule. However, multiple forms of promotion should be publicized in order to satisfy this measure.
- Examples of promotion include, but are not limited to, bulletin boards, e-mail, flyers, or newsletters.

III. SUPPORT MATERIALS

"BEST WORKPLACES FOR COMMUTERS"

RECOGNITION 3 points

I. ST2W MEASURE DESCRIPTION

Rule Definition (Rule reference: 3.30)

Commuters program, are found to meet the National Standard of Excellence in commuter benefits can be included in the national list of Best Workplaces for Commuters (BWC). This is a standard created by the Center for Urban Transportation Research and the U.S. Environmental Protection Agency.

See www.bestworkplaces.org for more information.

GUIDANCE

This measure consists of registering with the BWC and complying with BWC requirements at:

www.bestworkplaces.org/join/online-application/

II. KEY ELEMENTS

Joining BWC requires employers to provide at least one of the following primary benefits:

- Financial assistance for alternative transportation
- Telecommute program
- Compressed work schedule
- Employer must provide employees access to an emergency ride home program
- Employer must provide employees supporting benefits such as carpool matching, shuttles, and onsite amenities

Employer benefits for joining BWC include:

- National public recognition for being commuter-friendly and socially responsible
- Help desk and one-on-one assistance to answer program questions, provide tips and resources, and help recognize workplace achievements
- Multiple resources and tools on the BWC website
- More information about employer benefits can be found by visiting: www.bestworkplaces.org/join/benefits/

III. SUPPORT MATERIALS

Register with BWC website through online or paper application:

- www.bestworkplaces.org/join/online-application/
- www.bestworkplaces.org/join/application/

Membership dues depend on the number of worksites and range from \$180 - \$230 per site. Membership must be renewed annually. More information is available here: www.bestworkplaces.org/join/membership-dues/

TELECOMMUTING PROGRAM 9 points

I. ST2W MEASURE DESCRIPTION

A system of working at home, offsite, or at a telecommuting center for a full workday. Telecommuting should eliminate the trip to work or reduce the travel distance to the worksite by more than 80 percent. The employer should make telecommuting available to at least 10 percent of its Eligible Employees excluding production workers, and employees who spend 20 percent or less of their work time per week at the worksite. In making telecommuting available to at least 10 percent of applicable employees, the employer can claim ST2W points for this measure even if the possible participants do not take advantage of the program. Each participant who telecommutes should be allowed to telecommute at least one day per week.

GUIDANCE

Employers can gain nine (9) points toward their ST2W point total by providing a telecommuting program. The telecommuting program should allow an Eligible Employee to perform their regular work duties at home, offsite, or at a telecommuting center for a full workday.

II. KEY ELEMENTS

- Employers can gain nine (9) points toward their

ST2W point total by providing a telecommuting program. The telecommuting program should allow an Eligible Employee to perform their regular work duties at home, offsite, or at a telecommuting center for a full workday.

- Telecommuting should eliminate the trip to work or reduce the travel distance to the worksite by at least 80 percent.
- The Employer should make telecommuting available to at least 10 percent of its Eligible Employees and each participant should be allowed to telecommute at least one day per week.

III. SUPPORT MATERIALS

- Not applicable

SHUTTLES 10 points

I. ST2W MEASURE DESCRIPTION

Employers provide a shuttle for daily work commutes between employer worksites or between transportation stations and the worksite.

GUIDANCE

Employers can gain five (5) points toward their ST2W point total by providing shuttles to their Eligible Employees.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by providing shuttles for daily work commute between employer worksites or between transportation stations and the worksite.
- The Employer is required to periodically evaluate Eligible Employee demand for using shuttles and to ensure that the demand is being met.

III. SUPPORT MATERIALS

- Not applicable

**MONETARY
INCENTIVES 12 points**

I. ST2W MEASURE DESCRIPTION

The employer, or other funding sources, provides Eligible Employees with cash subsidies, at least on a quarterly basis, for participation in the trip reduction program. This can include, but is not limited to, providing a monetary incentive to Eligible Employees who use alternative transportation a predetermined, minimum number of times per month or pay period.

GUIDANCE

Employers can gain twelve (12) points toward their ST2W plan point total by providing monetary incentives to Eligible Employees who use alternative transportation for their work commute. The minimum number of times that an Eligible Employees must use alternative transportation per month or per pay period must be determined by the Employer.

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by providing monetary incentive to Eligible Employees who use alternative transportation a predetermined minimum number of times per month or pay period.
- Alternative transportation can include, but is not limited to bike, walk, using public transit, carpool, and vanpool.
- The District recommends that the monetary incentive equal at least two times the state minimum wage and be awarded at least once per month. However, employers can determine an appropriate amount based on their available resources.

III. SUPPORT MATERIALS

- Not applicable

COMPRESSED WORK WEEK up to 15 points

I. ST2W MEASURE DESCRIPTION

A regular, full-time work schedule which eliminates at least one round-trip commute trip (both hometo-work and work-to-home) at least once every two (2) weeks for participating employees. A Compressed Work Week (CWW) schedule must be implemented in a manner that reduces trips to the worksite, as an alternative to completing the basic work requirement of five eight-hour workdays in one week, or ten eight hour workdays in two weeks. CWW examples include, but are not limited to, working three twelve-hour days (3/36) or four ten-hour days (4/10) within a one week period; or eight nine-hour days and one eight-hour day (9/80) within a two week period.

GUIDANCE

Employers can gain up to fifteen (15) points depending on the participation rate (see table below) toward their ST2W point total by providing a compressed work week to their Eligible Employees. Compressed work week includes eliminating at least one round-trip commute trip (both home-to-work and work-to-home).

II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by eliminating at least one round-trip commute at least once every two weeks.
- This can be achieved by implementing any of the following types of work week:
 - Three twelve-hour days
 - Four ten-hour days
 - Eight nine-hour days and one eight-hour day within a two week period

III. SUPPORT MATERIALS

- Not applicable

Up to 15 points

Measure Description Points

- 42 CWW for all Eligible Employees; 75% participation 15
- 43 CWW for all Eligible Employees; 50% participation 12
- 44 CWW for all Eligible Employees; 25% participation 9
- 45 CWW for all Eligible Employees; 10% participation 6
- 46 CWW for all Eligible Employees excluding production workers; 75% participation 8
- 47 CWW for all Eligible Employees excluding production workers; 50% participation 6
- 48 CWW for all Eligible Employees excluding production workers; 25% participation 4
- 49 CWW for all Eligible Employees excluding production workers; 10% participation 2



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 6.1

TO: Regional Transportation Commission

FROM: Jeff Wilbrecht, P.E.
Engineer II



Lee G. Gibson, AICP
Executive Director

**SUBJECT: Virginia Street Bus Rapid Transit Extension Monthly Progress Update -
Plumb to Liberty & Maple to 15th**

RECOMMENDATION

Acknowledge receipt of the Virginia Street Bus Rapid Transit (BRT) Extension monthly progress report.

SUMMARY

Roadway Design:

The 100 percent design plans for the project are complete. Architectural elements of the Midtown BRT Stations that have been previously discussed at the RTC Board meetings.

The RTC, Construction Manager at Risk (CMAR), consultants, and independent cost estimator have continued to work during this reporting period on negotiations of the guaranteed maximum price for construction of the project. This process has included workshops to discuss all elements of the project, including the development of the construction cost, schedule, risk register and various contractor plans to be incorporated into the final construction contract.

Early Work Utility Project:

Construction activities associated with the utility project within the South Virginia-Midtown segment of the project is nearly complete. The contractor has finished about 95 percent of work within this phase of the project. The contractor is currently finishing the remaining 5 percent of contract work that includes the construction of storm drain facilities on Virginia Street between Vassar Street and Center Street.

Since approximately November 2018, utility companies have been installing fiber-optic cables, power cables, and copper communication facilities into the newly installed conduit infrastructure in anticipation of tie-overs. This scope of work is complete with respect to coordination with the

RTC Virginia Street BRT Extension Project. Utility companies have relocated facilities that were in conflict with the proposed roadway improvements.

Roadway Reconstruction and BRT Project:

This work in the South Virginia-Midtown segment of the project is tentatively scheduled to begin in June 2019 pending receipt of a Letter of No Prejudice from the FTA and successful negotiation with the CMAR contractor. Work in the North Virginia-UNR segment of the project is anticipated to begin mid-2020. With these anticipated start dates, the roadway construction and BRT improvements are scheduled to be complete by the end of 2020.

The RTC Board of Commissioners and City of Reno Council have successfully entered into an inter-local cooperative agreement for the RTC to provide the City of Reno a budget to provide the Project benches and bike racks.

Outreach Activities:

The project team ramped up its communications efforts as part of our strategic approach to keep stakeholders informed of construction activity, project updates, and listen to and address concerns and questions they may have.

In March, the project team launched weekly Virginia Street Project meetings on Thursdays at 9 a.m. at The Saint in Midtown Reno to provide a discussion forum for stakeholders. By partnering with the City of Reno, Sierra Nevada Construction (SNC), local business owners, and community members, these meetings have been an opportunity to discuss how the project is progressing and listen to our stakeholders. Based on feedback from our stakeholders, the meetings will be moving to a biweekly schedule.

The RTC has also launched weekly project-update videos to provide the public with visual information in a new format. The videos are posted on social media sites, YouTube, the project website and in our weekly stakeholder updates.

The RTC created and distributed a communications preference survey in March and will continue through April. To date, 43 people have participated in the survey.

The RTC has continued community outreach and is working with City of Reno staff, and its newly formed Design Review Committee, to proceed with the final design finishes, including seating and bike racks. The Design Review Committee meets on the second Thursday of each month at The Saint, immediately following RTC's outreach meetings.

The community is encouraged to continue to share their positive Midtown experiences on social media using the hashtag #VirginiaStreetProject for an opportunity to receive a gift card to a participating Midtown business.

The project team continues to meet with stakeholders throughout the Midtown corridor, including one-on-one meetings with individual business owners and small groups to provide information about the project, scheduled utility outages, and traffic control.

As part of the Virginia Street project outreach plan, the project team is partnering with participating Midtown businesses who enroll in the Business Patronage Program to help promote, advertise, and market to customers during construction. This includes special events specifically created to encourage the public to visit Midtown. All Midtown businesses are encouraged to enroll. To date, there are 238 businesses enrolled in the program.

Supporting the project team's goal of strong and extensive outreach and community awareness, there have been a number of media stories published and broadcast about the project that illustrate the accessibility to Midtown and progress of construction. Much of the coverage has been positive underscoring construction is not as bad as was expected by many of the businesses, and in some cases business has increased or remained steady. Additionally, the Lyft 50 percent discount up to \$10 has helped transport visitors to Midtown.

Project information continues to be communicated weekly through the Project Stakeholder Update, which is electronically distributed to subscribers.

FISCAL IMPACT

Funding for work tasks associated with the utility phase of the project have been approved with the FY 2019 Program of Projects and is included in the current approved RTC budget. There is no additional cost in connection with this agenda item.

PREVIOUS ACTIONS BY BOARD

- | | |
|----------------|---|
| March 15, 2019 | Approval Interlocal Corporative Agreement between RTC and City of Reno to transfer funds to the City of Reno for the selection, procurement, and installation of benches and bike racks in Midtown. |
| July 20, 2018 | Approved a Professional Services Agreement with Atkins North America for the Construction Management Services for the utility construction phase. Approved an Agreement with Sierra Nevada Construction Inc. for the construction of the early work utility construction phase. Authorized the finalization and execution of five utility relocation and reimbursement agreements into the agreement for early construction work. |
| June 15, 2018 | Approved an Amendment to the Construction Manager At Risk (CMAR) Pre-Construction Agreement between the RTC and Sierra Nevada Construction Inc. for the Virginia Street Bus RAPID Extension Project |

- May 21, 2018 Approved a Request for Proposals (RFP) for Construction Services for the Virginia Street Bus RAPID Transit Extension Project.
- June 17, 2016 Approved the Final Rankings of the Proposers and Selection of a Contractor for Construction Manager at Risk (CMAR) for Pre-Construction Services and authorized the Executive Director to execute a Pre-Construction Services Agreement with SNC for the Virginia Street RAPID Extension Project.
- March 18, 2016 Approved the RFP for the Construction Manager at Risk method of project delivery for the Virginia Street Bus RAPID Transit Extension Project.
- March 18, 2016 Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Virginia Street Bus RAPID Transit Extension Project.
- October 16, 2015 Acknowledged receipt of an update on the Virginia Street Bus RAPID Transit Extension Project and approve the local preferred alternative.
- August 21, 2015 Acknowledged receipt of an update and provided direction on the alternative selection for the Virginia Street Bus RAPID Transit Extension Project.
- July 17, 2015 Acknowledged receipt of a report on the Virginia Street Bus RAPID Transit Extension Project.
- April 17, 2015 Acknowledged receipt of a report on the development of the Virginia Street Bus RAPID Transit Extension Project.
- October 17, 2014 Approved the selection of NCE for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.
- July 25, 2014 Approved the RFP for Preliminary Engineering and Environmental services for the Virginia Street Bus RAPID Transit Extension Project.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 6.2

TO: Regional Transportation Commission

FROM: Maria Paz Fernandez, P.E.
Engineer II



Lee G. Gibson, AICP
Executive Director

**SUBJECT: Oddie/Wells Multi-modal Improvements Project Update -
Ninth Street in Reno to Pyramid Way in Sparks**

RECOMMENDATION

Acknowledge receipt of the Oddie/Wells Multi-modal Improvements Project update report.

SUMMARY

Project Purpose

The Oddie/Wells Multi-modal Improvements Project will improve transportation safety as well as access for walking and biking from Wells Avenue at 9th Street to Oddie Boulevard at Pyramid Highway, approximately 3.2 miles. The project includes the construction of sidewalks, improved bicycle facilities, intersection improvements, landscaping, hardscape, and lighting.

Roadway Design:

The proposed roadway design generally maintains the same number of travel lanes that are in place today and adds sidewalks on both sides of the street. This project is currently at the 30 percent design phase. Three design options for bicycle facilities have been presented to staff at the City of Reno and City of Sparks for consideration and input:

- Raised cycle track from Sutro Street to Rock Boulevard and a buffered bicycle lane on Wells Avenue from 9th Street to Sutro Street in Reno and on Oddie Boulevard from Rock Boulevard to Pyramid Way in Sparks. This is the configuration identified in the 2013 corridor study.
- Raised cycle track for the full length of the corridor from 9th Street to Pyramid Way.
- Buffered bicycle lane for the full length of the corridor from 9th Street to Pyramid Way.

Many public comments on the project to date support the raised cycle track option for the full length of the corridor. The RTC staff is working closely with the Reno Sparks Convention Center (RSCVA) and Reno Rodeo Association to minimize potential impacts on Rodeo and other special event operations. We are actively working with the Cities to address the maintenance concerns they have regarding the proposed bicycle facilities.

Upon receiving a recommendation on the roadway configuration from the City of Reno and City of Sparks, this item will be brought back to the RTC Board for an action regarding the preferred alternative in the June/July timeframe.

Landscaping, Lighting and Finishes:

Landscaping, lighting, and finishes will be further addressed during the 60 percent design phase of the project during the late summer/fall timeframe. RTC will develop a framework to facilitate community input and seek recommendations from the Cities regarding street trees, hardscapes, street lighting, and privacy walls/fences behind houses that are adjacent to the corridor. While public art is not an eligible use of RTC fuel or sales tax, RTC will seek input from Reno and Sparks regarding locations where future public art may be planned so that adequate sidewalk infrastructure may be anticipated. Benches and bike racks are not currently included in the project scope.

Upon receiving input from the community and a recommendation on the landscaping, lighting and finishes from the City of Reno and City of Sparks, this item will be brought back to the RTC Board for action in the fall of 2019.

Outreach Activities:

A website with project information and an area for public comments has been established at OddieWellsProject.com. The intent is to have this website live through the duration of the project (Design and Construction) and populate it with the latest information.

A “re-introductory” public meeting was held on November 29, 2018, to review the design concept that was adopted through the corridor study. Many questions and suggestions were received. These questions were addressed at the subsequent public meeting held on March 28, 2019, and in the 30% design submission. A comment regarding noise along the corridor was received, specifically as it may impact residences that are adjacent the corridor. The RTC is conducting a noise analysis and the results will be shared with the project team and the community.

The RTC also received a letter from the City of Sparks requesting that initial construction phasing include the segment between Silverada Boulevard and Sullivan Lane. This will be addressed as options for construction phasing are developed later in the design process.

RTC staff met with RSCVA/Reno Rodeo Association on March 20, 2019, to share preliminary plans and discuss the project elements.

Six hundred postcard invitations were mailed to parcel owners and tenants announcing the March 28, 2019, Public Meeting. In addition, 200 postcards were hand delivered to the businesses located between Sullivan Lane and Silverada Boulevard. Two “Road Ahead” segments were prepared and aired to promote the public meeting. Social media announcements were published through RTC, City of Reno and City of Sparks social media channels.

Other upcoming outreach activities will include informal meetings at restaurants or grocery stores along the corridor for the community to talk to the project manager or team to talk about the project.

FISCAL IMPACT

Appropriations were included in the FY 18 Budget and FY 18 Program of Projects and are included in the current approved RTC budget. There is no additional cost in connection with this agenda item.

PREVIOUS ACTIONS BY BOARD

April 20, 2018	Approved the selection of Stantec Consulting Services, Inc. and a Professional Services Agreement (PSA) for the Preliminary Engineering Design of the Oddie/Wells Corridor Project
August 17, 2017	Approved the Request For Proposals (RFP) for the Preliminary Design of the Oddie/Wells Corridor Project

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 6.3

TO: Regional Transportation Commission

FROM: Brian Stewart, P.E.
Director of Engineering



Lee G. Gibson, AICP
Executive Director

SUBJECT: Lemmon Drive Project Update

RECOMMENDATION

Acknowledge receipt of the Lemmon Drive Project Update.

SUMMARY

Staff recommends that a request for proposals for engineering up to 30% design be developed and issued. The intent would be to have a consultant under contract so design work could begin July 1, 2019. The selected consultant would provide RTC the resources and documentation needed to help make clear decisions regarding the projects final scope, schedule, and costs. Currently, the RTCs cost and schedule estimates are planning level and need to be refined. The 30% design of Lemmon Drive will help refine the scope and develop an engineered cost estimate for budgeting that include the actual challenges the project will see.

The Regional Transportation Plan (RTP) currently defines the Lemmon Drive Project as a capacity project that falls within the first five years of the 2040 RTP. Therefore, the project is currently in the Capital Improvement Plan (CIP) and the Transportation Improvement Program (TIP). The RTC Board approved the FY 2020 Program of Projects that included Lemmon Drive. The RTP describes the overall Lemmon Drive Project as two distinct segments slated for improvements, but also defines the design work to be conducted between years 2017-2021 and the construction to occur between years 2022-2026. Improvements proposed for the first segment include widening Lemmon Drive from US 395 to Military Road from four lanes to six lanes. Improvements proposed for the second segment include widening Lemmon Drive from Fleetwood Drive to Chickadee Drive from two lanes to four lanes. The RTP estimates the total cost of the improvements to be \$15.3 million.

RTC staff has meet with Washoe County and City of Reno staff to coordinate the Lemmon Drive Project. Portions of the road have been closed due to flooding for months each year since 2017.

The detour for residents and emergency responders is lengthy and time consuming. It is clear this is a complex project requiring solid solutions that are creative, comprehensive, and durable.

A large portion of Lemmon Drive between Fleetwood Drive and Chickadee Drive resides in the flood plain of Swan Lake. Construction activities that propose fill in the flood plain would need to be mitigated so to not raise the existing water surface elevation in Swan Lake. There is no natural outlet for the lake and it is considered to be in a hydrologically closed basin system in an isolated playa. Therefore, the only reduction to the water surface elevation is through evaporation during the dry months.

The proposed RFP will also include a task for the selected consultant to provide project delivery recommendations including options to explore design-build contracting. By exploring different project delivery methods, the RTC would have the flexibility to explore schedule acceleration.

Limiting the design to the thirty percent (30%) level provides the RTC the flexibility to ensure conditions placed on developers are included in the final solutions without reducing any financial responsibilities assigned in development agreements. RTC, Washoe County, and the City of Reno can also explore funding opportunities that might be joined with RTC Fuel Tax to provide comprehensive solutions to provide safe reliable access to the area. A potential funding source the Lemmon Drive Project may be able to utilize is the FEMA Pre-Disaster Mitigation Grant Program. The Lemmon Drive Project might be an element of that larger program to assist in the overall program to improve conditions around Swan Lake.

At this time, it is not believed that the Lemmon Drive Project would require substantial National Environmental Policy Act (NEPA) documentation. RTC plans to follow federal requirements for the project so that federal funding options can remain open.

Moving forward, an RFP will be prepared for the Board to consider at the May 2019 RTC Board meeting. After the proposals are submitted, evaluated, and a cost negotiated with the firm that submitted the highest rated proposal the Board will be asked to approve a professional services agreement (PSA).

FISCAL IMPACT

Lemmon Drive Improvement Projects have been approved with the FY 2020 Program of Projects and the preliminary design effort will be included in the RTC budget.

PREVIOUS ACTIONS BY BOARD

There have been no previous actions on this matter.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 6.4

TO: Regional Transportation Commission

FROM: Dale Ferguson
RTC Chief Legal Counsel



Lee G. Gibson, AICP
Executive Director

SUBJECT: Resolution of Condemnation for property rights related to APN 014-125-06 and APN 014-125-07, necessary to construct the Virginia Street Bus Rapid Transit Extension Project

RECOMMENDATION

Approve a Resolution of Condemnation authorizing RTC’s legal counsel to commence condemnation proceedings to acquire a permanent easement and a temporary construction easement located on APN 014-125-06, and a permanent easement and a temporary construction easement located on APN 014-125-07 from 1215 South Virginia LLC, necessary to construct the Virginia Street Bus Rapid Transit Extension Project.

SUMMARY

At the March 18, 2016, RTC Board Meeting, the Commission approved Amendment No. 1 to the Professional Services Agreement with Nichols Consulting Engineers (“NCE”) for Final Design of the Virginia Street Bus RAPID Transit Extension Project (the “Project”). At the September 16, 2016, RTC Board Meeting, the Commission approved the Request for Proposals (RFP) for the selection of a firm to provide Right of Way Services for the Project. Paragon Partners, LTD (“Paragon”) was selected as the firm to provide the right of way acquisition services at the November 18, 2016, RTC Board Meeting. Thereafter, Paragon initiated the process of acquiring the right-of-way for the Project.

Through an Interlocal Cooperative Agreement with the City of Reno dated May 24, 2016, the RTC has been authorized to negotiate and/or initiate eminent domain proceeding for right-of-way acquisition when necessary for the Project. Paragon has been attempting to negotiate the purchase of property rights needed to construct the Project from the owners of APN 014-125-06 and APN 014-125-07. Those efforts have been unsuccessful to date.

To ensure timely construction of the Project, the approval of this Resolution of Condemnation allows the RTC to initiate condemnation proceedings for these property rights. Proper notice of this agenda item has been provided to the property owner as required by the Nevada Revised Statutes. In order to minimize potential delays to the Project, the proposed resolution of condemnation (see Attachment A) is requested now so that legal counsel can seek a court ordered right-of-entry and/or order for immediate occupancy should negotiations with property owners not result in the acquisition of the

property rights through purchase. Every effort to reach satisfactory purchase agreements will continue to be made until a complaint in eminent domain is filed with the court. Thereafter, the RTC will continue to attempt to negotiate a resolution that is fair and equitable.

FISCAL IMPACT

The costs to acquire the subject property interests have been budgeted; however, the fiscal impact cannot be determined at this time. Aside from legal fees, there is the potential that the compensation to the property owner may increase as a result of legal settlement.

PREVIOUS ACTIONS BY BOARD

November 18, 2016	Approved the staff recommendation of Paragon Partners LTD to provide the right of way acquisition services for the Project; authorize the Executive Director to negotiate and execute the final Professional Service Agreement (PSA).
September 16, 2016	Approved the Request for Proposals (RFP) for the selection of a firm to provide Right of Way Services for the Project.
March 18, 2016	Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Project.
October 16, 2015	Acknowledged receipt of an update on the Project and approve the local preferred alternative.
October 17, 2014	Approved Selection of Nichols Consulting Engineers (NCE) for Preliminary Design & NEPA; authorize the RTC Executive Director to negotiate and execute a professional services agreement with NCE.

ADDITIONAL BACKGROUND

This project will complete the final design for multi-modal transportation improvements on the corridor from Plumb Lane to Liberty Street and Maple Street to 15th Street/North Virginia Street. The NEPA process is complete. The 100 percent design plans for the project are complete. The roadway reconstruction and BRT project work in the South Virginia-Midtown segment of the project is tentatively scheduled to begin in June 2019 pending receipt of a Letter of No Prejudice from the FTA and successful negotiation with the CMAR contractor. Work in the North Virginia-UNR segment of the project is anticipated to begin mid-2020. With these anticipated start dates, the roadway construction and BRT improvements are scheduled to be complete by the end of 2020.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this report.

Attachment

RESOLUTION OF CONDEMNATION

WHEREAS, it is necessary for the Regional Transportation Commission of Washoe County, hereinafter referred to as "RTC," to provide regional transportation facilities which are of a quality and standard necessary to satisfactorily meet the needs of the traveling public; and

WHEREAS, in recognition of such needs, the RTC approved the Virginia Street Bus Rapid Transit Extension Project, hereinafter referred to as "Project," as part of an Interlocal Cooperative Agreement ("ICA") dated May 24, 2016; and

WHEREAS, in the ICA dated May 24, 2016, the City of Reno authorized the RTC to initiate eminent domain proceedings on behalf of the City, if required, for the acquisition of right-of-way for the Project; and

WHEREAS, Chapter 277A of Nevada Revised Statutes provides that the RTC may exercise the power of eminent domain, if the city or county which has jurisdiction over the property approves; and

WHEREAS, the current owner of record of the property interests to be acquired, insofar as is known to the RTC, is 1215 South Virginia LLC.

NOW, THEREFORE, the members of the Regional Transportation Commission of Washoe County do hereby find:

1. That proper notice of the RTC's intent to consider eminent domain action to acquire the relevant property interests of the above referenced owner(s) has been given as required by NRS 241.034.
2. That RTC staff first contacted the landowner about the property interests of a permanent easement and a temporary construction easement located on APN 014-125-06 and a permanent easement and a temporary construction easement located on APN 014-125-07 as described in Exhibit "A" and depicted on Exhibit "B," attached hereto and incorporated herein by reference, on or about November 30, 2018. While there have been discussions, proposals and offers made, all efforts to reach a mutually acceptable agreement for the acquisition of the property interests through purchase have been unsuccessful to date.
3. That the property interests to be acquired in conjunction with the above referenced Project are to be applied to a public use, to wit, the Virginia Street Bus Rapid Transit Extension Project.
4. That the property interests described herein are necessary to such public use.

Based on the aforementioned findings of fact, the RTC does hereby direct:

1. That RTC's legal counsel initiate, if needed, eminent domain proceedings on behalf of the RTC in accordance with provisions of Chapters 37 and 277A of Nevada Revised Statutes to acquire the property interests described in Exhibit "A" and depicted on Exhibit "B".

2. That said legal counsel shall commence and prosecute in the name of the RTC, eminent domain proceedings in the court having jurisdiction of the property interests described in Exhibit "A" and depicted on Exhibit "B."

3. That said legal counsel is authorized to pursue all actions deemed appropriate for the successful prosecution of this case, including but not limited to, an application to the court for an order permitting the RTC to take immediate possession of said property interests for the construction of the Project, upon complying with conditions imposed by law.

Upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing Resolution was passed and adopted this 19th day of April, 2019, by the following vote of the Regional Transportation Commission:

AYES: _____

NAYS: _____

ABSTAIN: _____

Approved this 19th day of April, 2019.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY, STATE OF NEVADA

BY _____
BOB LUCEY, CHAIR

STATE OF NEVADA
COUNTY OF WASHOE

The above-instrument was acknowledged before me this 19th day of April, 2019, by Bob Lucey,
Chair of the Regional Transportation Commission.

Notary Public

EXHIBIT A

**EXHIBIT "A"
LEGAL DESCRIPTION OF PERMANENT EASEMENT
APN: 014-125-06**

A permanent easement, situate within a portion of the South West 1/4 of Section 13, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the south east corner of that certain parcel of land described in deed recorded in the official records of Washoe County Recorder's Office on May 30, 2008, as Document File # 3655092, said point being a point on the westerly line of South Virginia Street, said point also being the south east corner of Parcel 6 shown on the R. T. Vaughan Survey, recorded September 08, 1947 as Record of Survey Map # 25, Document File # 155732;

Thence South 70°06'49" West 6.81 feet along the south boundary line of said parcel;

Thence departing the south boundary line of said parcel, North 19°49'00" West 38.47 feet to the beginning of a tangent curve to the left;

Thence northerly 9.85 feet along said curve having a radius of 19.50 feet, through a delta angle of 28°56'49";

Thence South 71°42'39" West 3.76 feet;

Thence North 39°40'22" West 2.07 feet to a point on the north boundary line of said parcel and a curve concave to the north;

Thence easterly 13.65 feet along the north boundary line of said parcel and said curve to which a radial line bears South 19°04'48" East, having a radius of 435.11 feet, through a delta angle of 1°47'49" to the north east corner of said parcel;

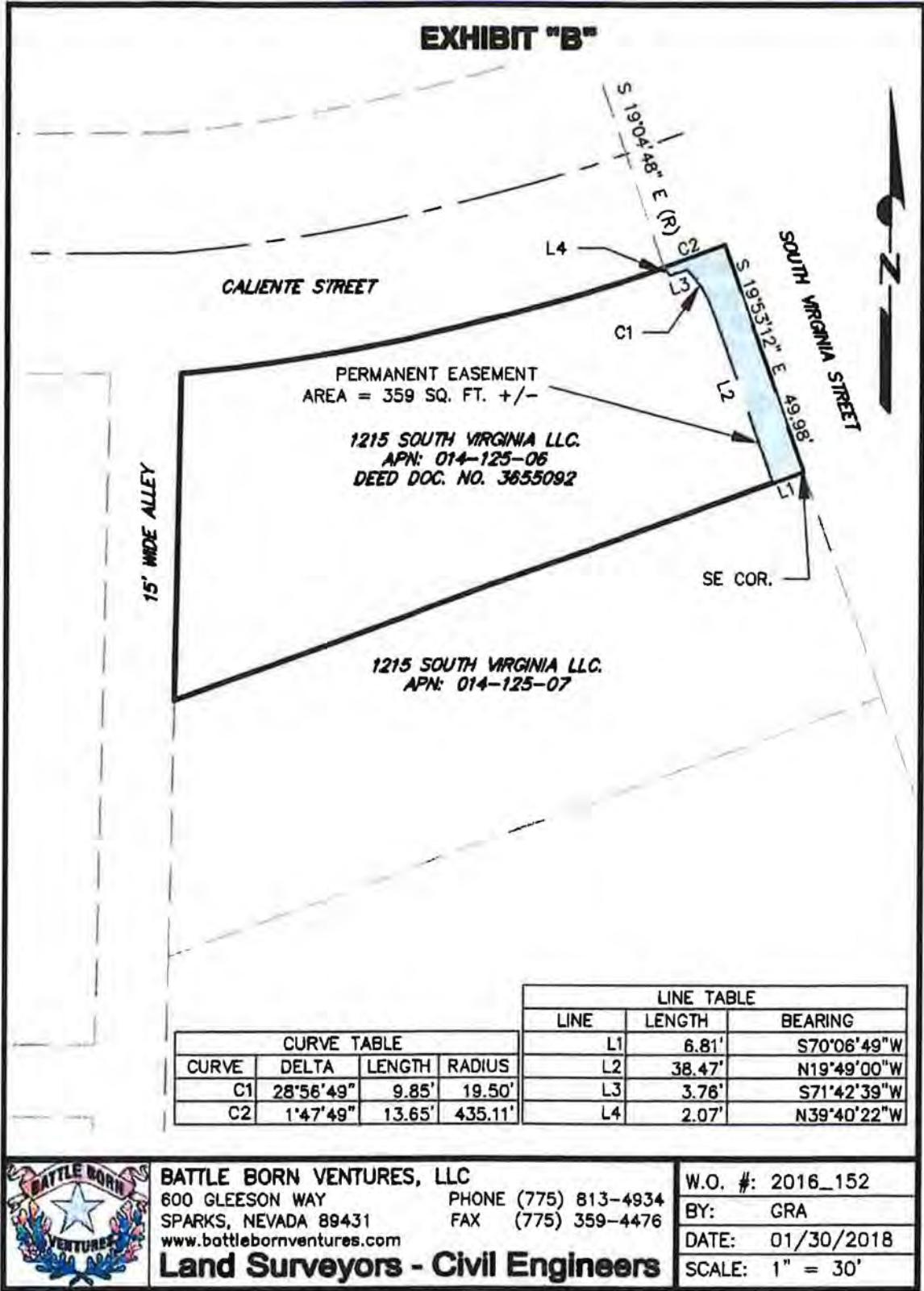
Thence South 19°53'12" East 49.98 feet along the east boundary line of said parcel to the point of beginning, containing 359 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431



EXHIBIT "B"



CURVE TABLE				LINE TABLE		
CURVE	DELTA	LENGTH	RADIUS	LINE	LENGTH	BEARING
C1	28°56'49"	9.85'	19.50'	L1	6.81'	S70°06'49"W
C2	1°47'49"	13.65'	435.11'	L2	38.47'	N19°49'00"W
				L3	3.76'	S71°42'39"W
				L4	2.07'	N39°40'22"W



BATTLE BORN VENTURES, LLC
 600 GLEESON WAY
 SPARKS, NEVADA 89431
 www.battlebornventures.com

Land Surveyors - Civil Engineers

W.O. #: 2016_152
 BY: GRA
 DATE: 01/30/2018
 SCALE: 1" = 30'

EXHIBIT "A"
LEGAL DESCRIPTION OF TEMPORARY CONSTRUCTION EASEMENT
APN: 014-125-06

A temporary construction easement, situate within a portion of the South West 1/4 of Section 13, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the south east corner of that certain parcel of land described in deed recorded in the official records of Washoe County Recorder's Office on May 30, 2008, as Document File # 3655092, said point being a point on the westerly line of South Virginia Street, said point also being the south east corner of Parcel 6 shown on the R. T. Vaughan Survey, recorded September 08, 1947 as Record of Survey Map # 25, Document File # 155732;

Thence South 70°06'49" West 6.81 feet along the south boundary line of said parcel to the **true point of beginning**;

Thence South 70°06'49" West 5.61 feet along the south boundary line of said parcel;

Thence departing the south boundary line of said parcel, North 19°41'02" West 3.30 feet;

Thence North 70°13'51" East 0.26 feet;

Thence North 19°41'58" West 10.32 feet;

Thence North 63°46'20" East 0.35 feet;

Thence North 18°15'56" West 1.36 feet;

Thence South 70°09'58" West 5.38 feet;

Thence North 19°36'25" West 3.07 feet;

Thence North 63°46'20" East 0.31 feet;

Thence North 19°49'00" West 29.87 feet;

Thence South 76°29'51" West 73.75 feet to the beginning of a tangent curve to the right;

Thence westerly 14.83 feet along said curve having a radius of 126.50 feet, through a delta angle of 6°43'04";

Thence South 41°23'55" West 5.16 feet;

Thence South 86°54'19" West 9.04 feet to a point on the west boundary line of said parcel;

Thence North 01°04'56" East 5.16 feet along the west boundary line of said parcel to the north west corner of said parcel and the beginning of a curve concave to the north;

Thence easterly 103.50 feet along the north boundary line of said parcel and said curve to which a radial line bears South 05°27'04" East, having a radius of 435.11 feet, through a delta angle of 13°37'44";

Thence departing the north boundary line of said parcel, South 39°40'22" East 2.07 feet;

Thence North 71°42'39" East 3.76 feet to the beginning of a curve concave to the south west;

Thence southerly 9.85 feet along said curve to which a radial line bears North 41°14'11" East, having a radius of 19.50 feet, through a delta angle of 28°56'49";

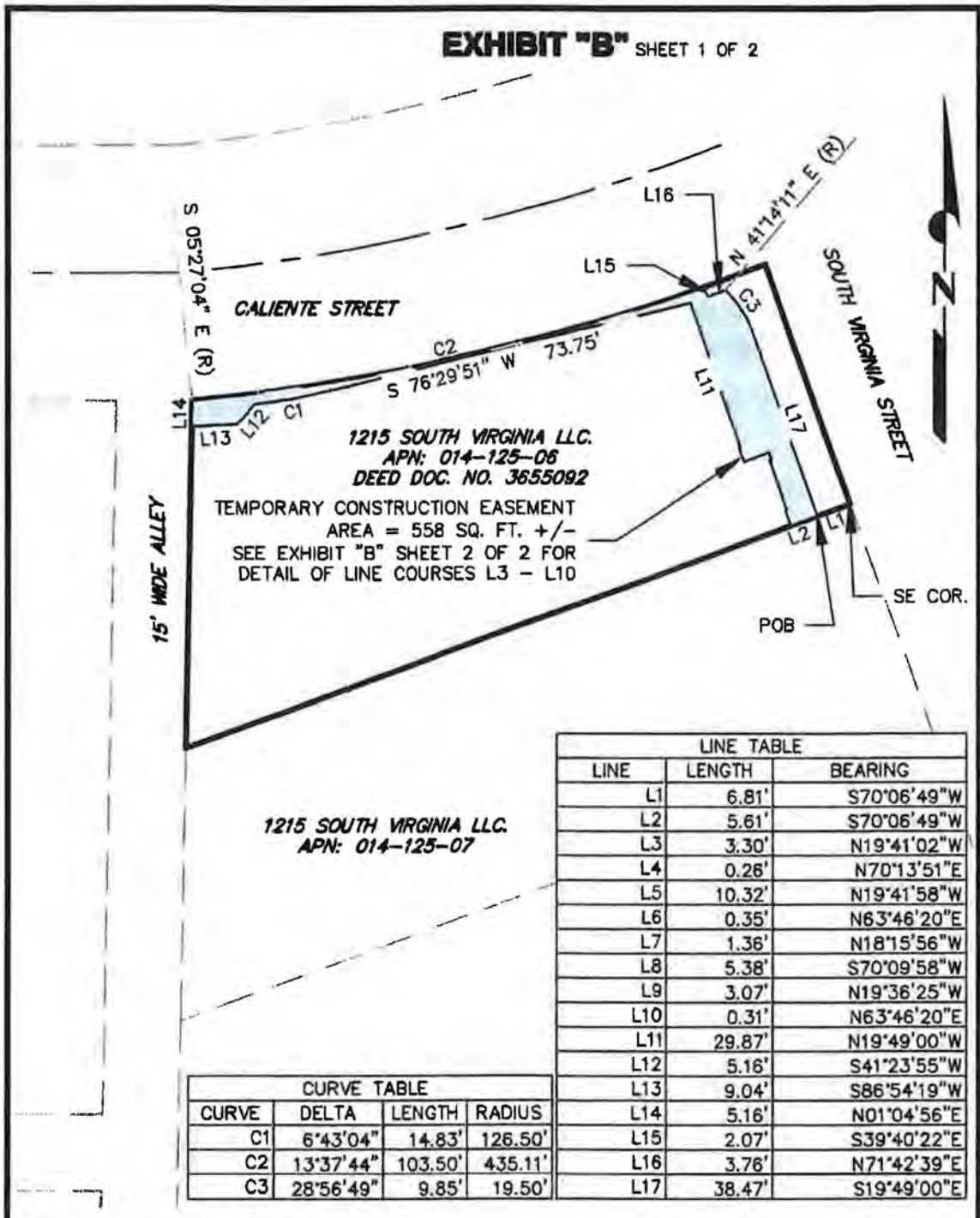
Thence South 19°49'00" East 38.47 feet to the true point of beginning, containing 558 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431



EXHIBIT "B" SHEET 1 OF 2

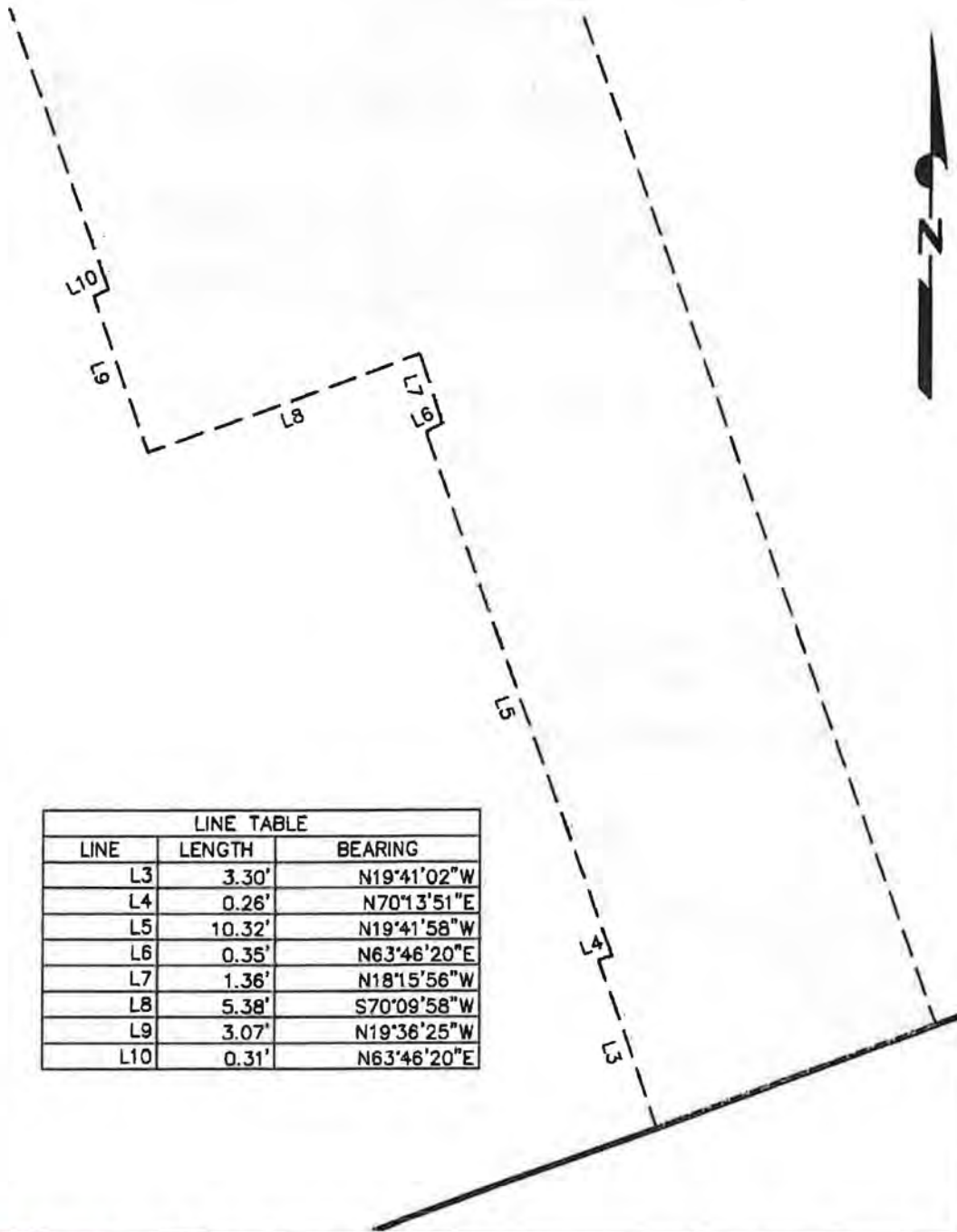


LINE TABLE		
LINE	LENGTH	BEARING
L1	6.81'	S70°06'49"W
L2	5.61'	S70°06'49"W
L3	3.30'	N19°41'02"W
L4	0.26'	N70°13'51"E
L5	10.32'	N19°41'58"W
L6	0.35'	N63°46'20"E
L7	1.36'	N18°15'56"W
L8	5.38'	S70°09'58"W
L9	3.07'	N19°36'25"W
L10	0.31'	N63°46'20"E
L11	29.87'	N19°49'00"W
L12	5.16'	S41°23'55"W
L13	9.04'	S86°54'19"W
L14	5.16'	N01°04'56"E
L15	2.07'	S39°40'22"E
L16	3.76'	N71°42'39"E
L17	38.47'	S19°49'00"E

CURVE TABLE			
CURVE	DELTA	LENGTH	RADIUS
C1	6°43'04"	14.83'	126.50'
C2	13°37'44"	103.50'	435.11'
C3	28°56'49"	9.85'	19.50'

	BATTLE BORN VENTURES, LLC 600 GLEESON WAY SPARKS, NEVADA 89431 www.battlebornventures.com	PHONE (775) 813-4934 FAX (775) 359-4476	W.O. #: 2016_152 BY: GRA DATE: 01/30/2018 SCALE: 1" = 30'
	Land Surveyors - Civil Engineers		

EXHIBIT "B" SHEET 2 OF 2



LINE TABLE		
LINE	LENGTH	BEARING
L3	3.30'	N19°41'02"W
L4	0.26'	N70°13'51"E
L5	10.32'	N19°41'58"W
L6	0.35'	N63°46'20"E
L7	1.36'	N18°15'56"W
L8	5.38'	S70°09'58"W
L9	3.07'	N19°36'25"W
L10	0.31'	N63°46'20"E



BATTLE BORN VENTURES, LLC
 600 GLEESON WAY PHONE (775) 813-4934
 SPARKS, NEVADA 89431 FAX (775) 359-4476
 www.battlebornventures.com

Land Surveyors - Civil Engineers

W.O. #: 2016_152
 BY: GRA
 DATE: 01/30/2018
 SCALE: 1" = 3'

EXHIBIT "A"
LEGAL DESCRIPTION OF PERMANENT EASEMENT
APN: 014-125-07

A permanent easement, situate within a portion of the South West 1/4 of Section 13, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the south east corner of that certain parcel of land described in deed recorded in the official records of Washoe County Recorder's Office on May 30, 2008, as Document File # 3655092, said point being a point on the westerly line of South Virginia Street, said point also being the south east corner of Parcel 5 shown on the R. T. Vaughan Survey, recorded September 08, 1947 as Record of Survey Map # 25, Document File # 155732;

Thence South 70°06'49" West 6.87 feet along the south boundary line of said parcel;

Thence departing the south boundary line of said parcel, North 19°49'00" West 50.01 feet to a point on the north boundary line of said parcel;

Thence North 70°06'49" East 6.81 feet along the north boundary line of said parcel to the north east corner of said parcel;

Thence South 19°53'12" East 50.01 feet along the east boundary line of said parcel to the **point of beginning**, containing 342 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431

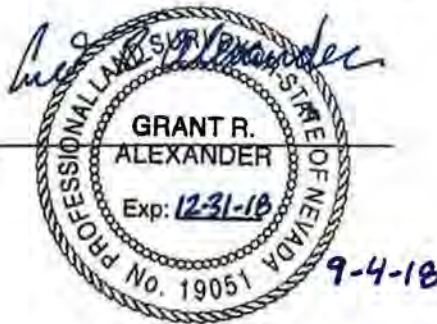
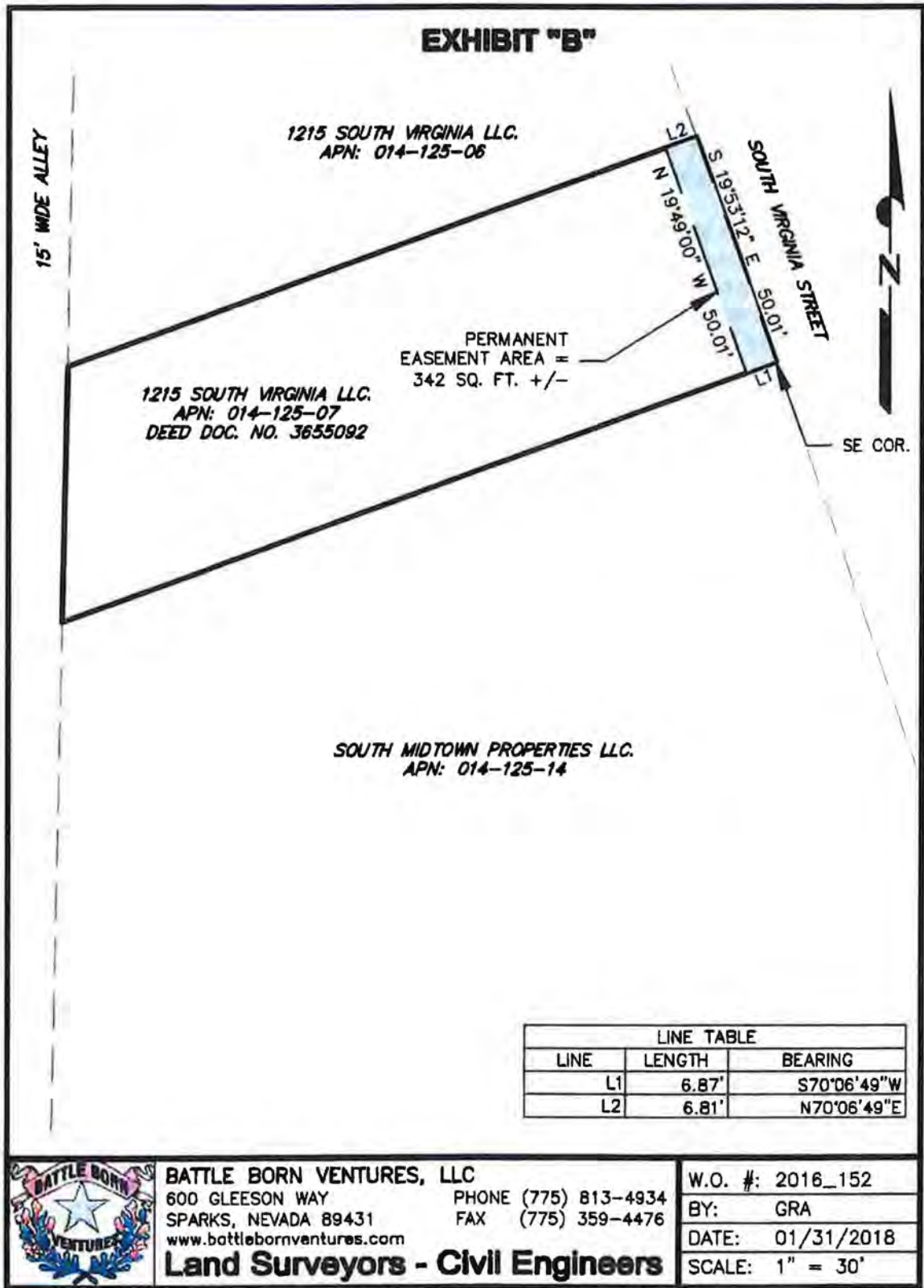


EXHIBIT "B"



LINE TABLE		
LINE	LENGTH	BEARING
L1	6.87'	S70°06'49\"W
L2	6.81'	N70°06'49\"E



BATTLE BORN VENTURES, LLC
 600 GLEESON WAY
 SPARKS, NEVADA 89431
 www.battlebornventures.com

Land Surveyors - Civil Engineers

W.O. #: 2016_152
 BY: GRA
 DATE: 01/31/2018
 SCALE: 1" = 30'

EXHIBIT "A"
LEGAL DESCRIPTION OF TEMPORARY CONSTRUCTION EASEMENT
APN: 014-125-07

A temporary construction easement, situate within a portion of the South West 1/4 of Section 13, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the south east corner of that certain parcel of land described in deed recorded in the official records of Washoe County Recorder's Office on May 30, 2008, as Document File # 3655092, said point being a point on the westerly line of South Virginia Street, said point also being the south east corner of Parcel 5 shown on the R. T. Vaughan Survey, recorded September 08, 1947 as Record of Survey Map # 25, Document File # 155732;

Thence South 70°06'49" West 6.87 feet along the south boundary line of said parcel to the true point of beginning;

Thence South 70°06'49" West 5.05 feet along the south boundary line of said parcel;

Thence departing the south boundary line of said parcel, North 19°18'09" West 1.58 feet;

Thence South 74°00'13" West 0.67 feet;

Thence North 20°18'36" West 2.12 feet;

Thence South 71°17'02" West 2.01 feet;

Thence North 20°21'55" West 2.10 feet;

Thence South 71°17'02" West 2.00 feet;

Thence North 18°06'47" West 6.12 feet;

Thence North 00°04'15" West 13.77 feet;

Thence North 39°37'52" West 12.40 feet;

Thence North 35°49'14" West 1.61 feet;

Thence North 21°03'56" West 6.00 feet;

Thence North 70°13'51" East 1.97 feet;

Thence North 19°58'52" West 2.06 feet;

Thence North 70°13'51" East 2.05 feet;

Thence North 20°13'39" West 2.23 feet;

Thence North 70°13'51" East 0.74 feet;

Thence North 19°53'32" West 1.52 feet to a point on the north boundary line of said parcel;

Thence North 70°06'49" East 4.94 feet along the north boundary line of said parcel;

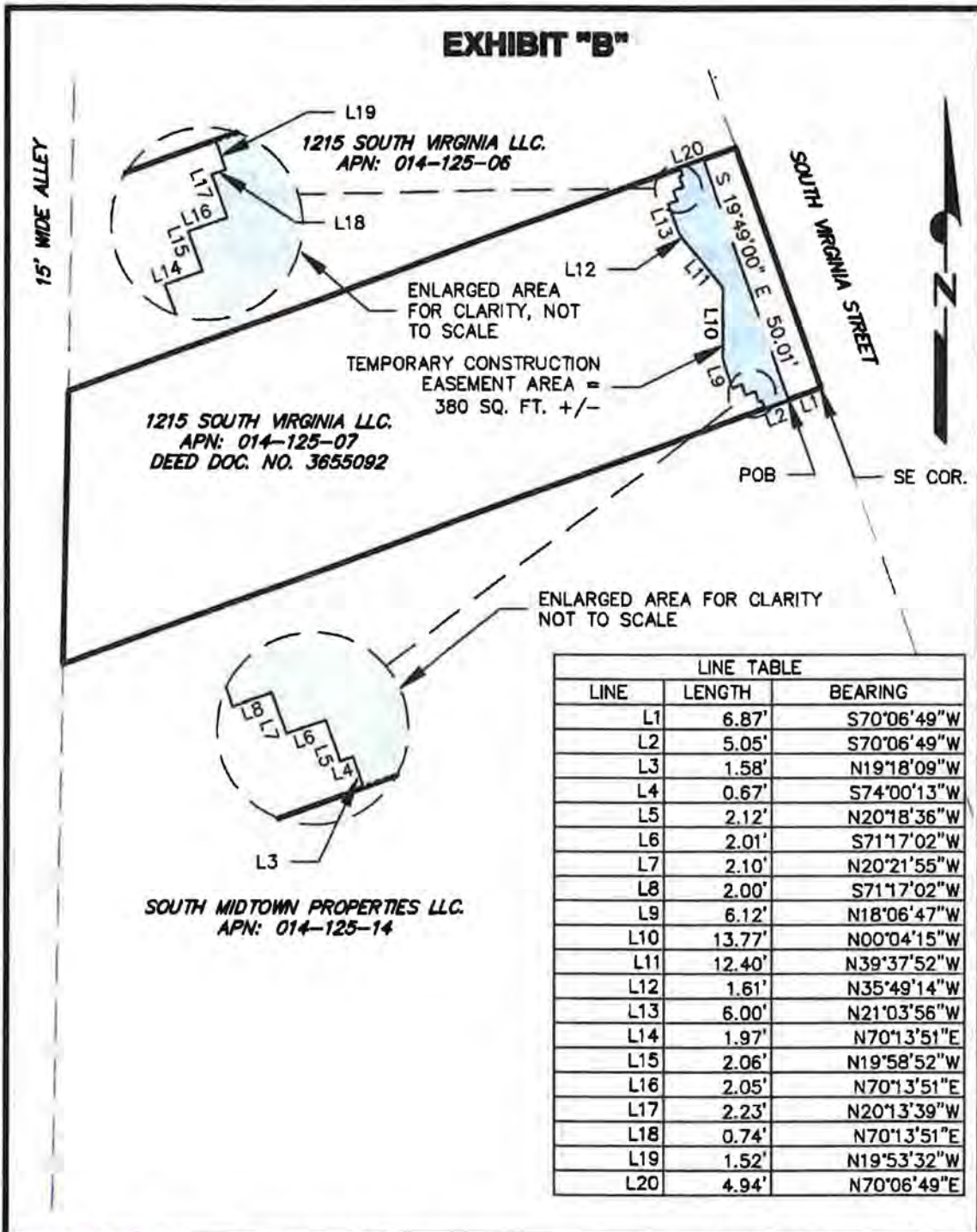
Thence departing the north boundary line of said parcel, South 19°49'00" East 50.01 feet to the true point of beginning, containing 380 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431

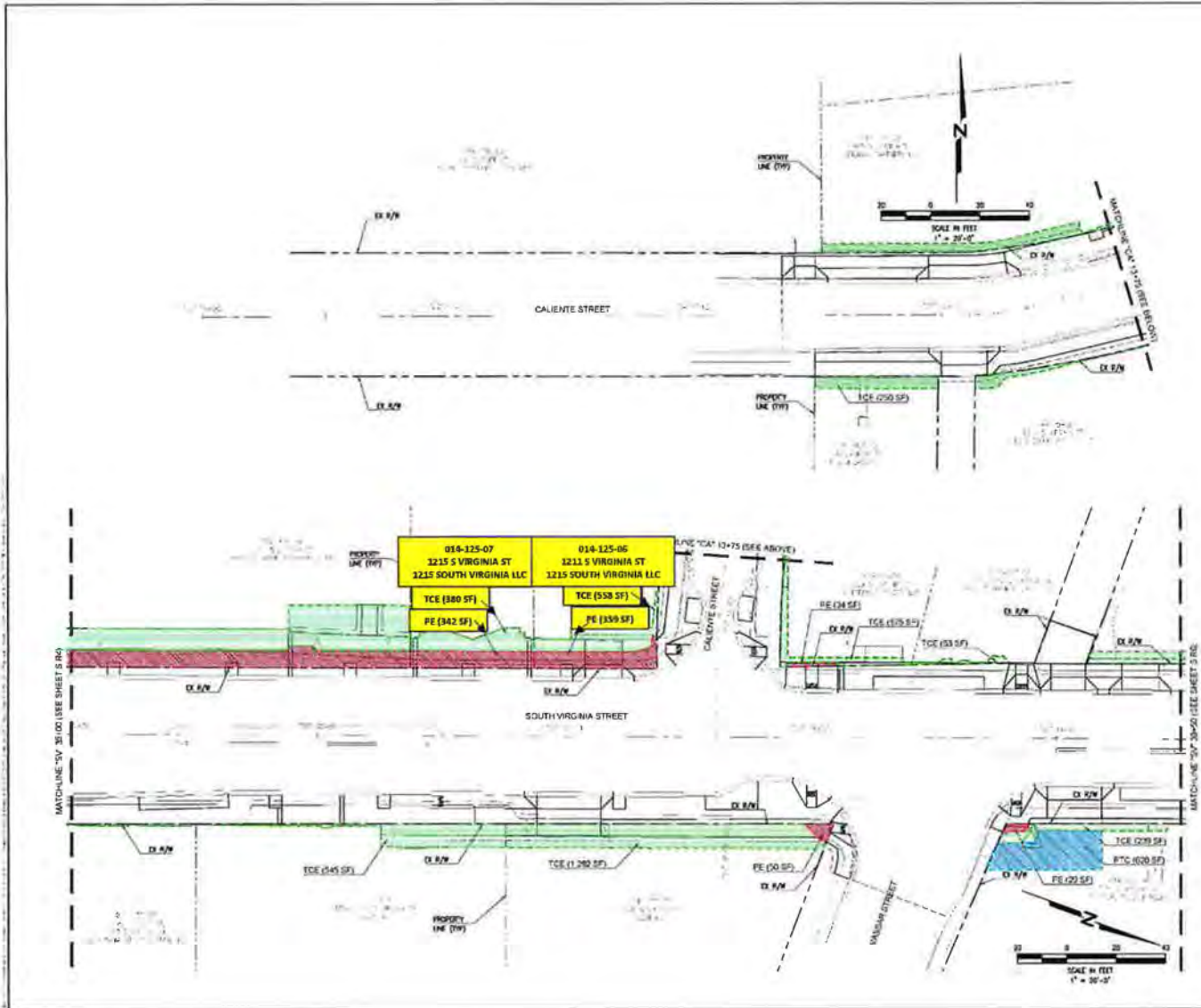


EXHIBIT "B"



LINE TABLE		
LINE	LENGTH	BEARING
L1	6.87'	S70°06'49"W
L2	5.05'	S70°06'49"W
L3	1.58'	N19°18'09"W
L4	0.67'	S74°00'13"W
L5	2.12'	N20°18'36"W
L6	2.01'	S71°17'02"W
L7	2.10'	N20°21'55"W
L8	2.00'	S71°17'02"W
L9	6.12'	N18°06'47"W
L10	13.77'	N00°04'15"W
L11	12.40'	N39°37'52"W
L12	1.61'	N35°49'14"W
L13	6.00'	N21°03'56"W
L14	1.97'	N70°13'51"E
L15	2.06'	N19°58'52"W
L16	2.05'	N70°13'51"E
L17	2.23'	N20°13'39"W
L18	0.74'	N70°13'51"E
L19	1.52'	N19°53'32"W
L20	4.94'	N70°06'49"E

	BATTLE BORN VENTURES, LLC 600 GLEESON WAY SPARKS, NEVADA 89431 www.battlebornventures.com	PHONE (775) 813-4934 FAX (775) 359-4476	W.O. #: 2016_152 BY: GRA DATE: 01/30/2018 SCALE: 1" = 30'
	Land Surveyors - Civil Engineers		



LEGEND	DESCRIPTION
[Red hatched]	PERMANENT EASEMENT
[Green hatched]	TEMPORARY CONSTRUCTION EASEMENT
[Blue hatched]	PERMISSION TO CONSTRUCT
[Purple hatched]	RIGHT-OF-WAY ACQUISITION
[Yellow hatched]	PERMANENT UTILITY EASEMENT

ISSUED FOR GMP NOT FOR CONSTRUCTION DATE: 2-04-19





1805 S Arlington Ave Suite 111
Reno, Nevada 89503
(775) 325-4895 • Fax (775) 325-5098



VIRGINIA STREET BUS RAPID TRANSIT EXTENSION PROJECT PHASE 2



REGIONAL TRANSPORTATION COMMISSION
1105 TERMINAL WAY, SUITE 108 RENO, NV 89602
PHONE (775) 349-0171

NO.	DATE	DESCRIPTION

PROJECT NO:	A173 25-14
DESIGNED BY:	SP1
DRAWN BY:	SP1
CHECKED BY:	ADH
DATE:	1-28-19
DATE:	2-04-19

This drawing is the property of NCE. No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of NCE.

SHEET FILE:	RIGHT OF WAY
	"SV" 35+00 TO "SV" 38+50
	"CA" 10+00 TO "CA" 15+00
DRAWING:	S.R5
SHEET:	10 OF 332



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 6.5

TO: Regional Transportation Commission

FROM: Dale Ferguson
RTC Chief Legal Counsel



Lee G. Gibson, AICP
Executive Director

SUBJECT: Resolution of Condemnation for property rights related to APN 014-066-01, necessary to construct the Virginia Street Bus Rapid Transit Extension Project

RECOMMENDATION

Approve a Resolution of Condemnation authorizing RTC’s legal counsel to commence condemnation proceedings to acquire a temporary construction easement on APN 014-066-01 from Paul & Carol Oelsner, LLC, necessary to construct the Virginia Street Bus Rapid Transit Extension Project.

SUMMARY

At the March 18, 2016, RTC Board Meeting, the Commission approved Amendment No. 1 to the Professional Services Agreement with Nichols Consulting Engineers (“NCE”) for Final Design of the Virginia Street Bus RAPID Transit Extension Project (the “Project”). At the September 16, 2016, RTC Board Meeting, the Commission approved the Request for Proposals (RFP) for the selection of a firm to provide Right of Way Services for the Project. Paragon Partners, LTD (“Paragon”) was selected as the firm to provide the right of way acquisition services at the November 18, 2016, RTC Board Meeting. Thereafter, Paragon initiated the process of acquiring the right-of-way for the Project.

Through an Interlocal Cooperative Agreement with the City of Reno dated May 24, 2016, the RTC has been authorized to negotiate and/or initiate eminent domain proceeding for right-of-way acquisition when necessary for the Project. Paragon has been attempting to negotiate the purchase of property rights needed to construct the Project from the owners of APN 014-066-01. Those efforts have been unsuccessful to date.

To ensure timely construction of the Project, the approval of this Resolution of Condemnation allows the RTC to initiate condemnation proceedings for these property rights. Proper notice of this agenda item has been provided to the property owner as required by the Nevada Revised Statutes. In order to minimize potential delays to the Project, the proposed resolution of condemnation (see Attachment A) is requested now so that legal counsel can seek a court ordered right-of-entry and/or order for immediate occupancy should negotiations with property owners not

result in the acquisition of the property rights through purchase. Every effort to reach satisfactory purchase agreements will continue to be made until a complaint in eminent domain is filed with the court. Thereafter, the RTC will continue to attempt to negotiate a resolution that is fair and equitable.

FISCAL IMPACT

The costs to acquire the subject property interests have been budgeted; however, the fiscal impact cannot be determined at this time. Aside from legal fees, there is the potential that the compensation to the property owner may increase as a result of legal settlement.

PREVIOUS ACTIONS BY BOARD

- | | |
|--------------------|---|
| November 18, 2016 | Approved the staff recommendation of Paragon Partners LTD to provide the right of way acquisition services for the Project; authorize the Executive Director to negotiate and execute the final Professional Service Agreement (PSA). |
| September 16, 2016 | Approved the Request for Proposals (RFP) for the selection of a firm to provide Right of Way Services for the Project. |
| March 18, 2016 | Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Project. |
| October 16, 2015 | Acknowledged receipt of an update on the Project and approve the local preferred alternative. |
| October 17, 2014 | Approved Selection of Nichols Consulting Engineers (NCE) for Preliminary Design & NEPA; authorize the RTC Executive Director to negotiate and execute a professional services agreement with NCE. |

ADDITIONAL BACKGROUND

This project will complete the final design for multi-modal transportation improvements on the corridor from Plumb Lane to Liberty Street and Maple Street to 15th Street/North Virginia Street. The NEPA process is complete. The 100 percent design plans for the project are complete. The roadway reconstruction and BRT project work in the South Virginia-Midtown segment of the project is tentatively scheduled to begin in June 2019 pending receipt of a Letter of No Prejudice from the FTA and successful negotiation with the CMAR contractor. Work in the North Virginia-UNR segment of the project is anticipated to begin mid-2020. With these anticipated start dates, the roadway construction and BRT improvements are scheduled to be complete by the end of 2020.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this report.

Attachment

RESOLUTION OF CONDEMNATION

WHEREAS, it is necessary for the Regional Transportation Commission of Washoe County, hereinafter referred to as "RTC," to provide regional transportation facilities which are of a quality and standard necessary to satisfactorily meet the needs of the traveling public; and

WHEREAS, in recognition of such needs, the RTC approved the Virginia Street Bus Rapid Transit Extension Project, hereinafter referred to as "Project," as part of an Interlocal Cooperative Agreement ("ICA") dated May 24, 2016; and

WHEREAS, in the ICA dated May 24, 2016, the City of Reno authorized the RTC to initiate eminent domain proceedings on behalf of the City, if required, for the acquisition of right-of-way for the Project; and

WHEREAS, Chapter 277A of Nevada Revised Statutes provides that the RTC may exercise the power of eminent domain, if the city or county which has jurisdiction over the property approves; and

WHEREAS, the current owner of record of the property interests to be acquired, insofar as is known to the RTC, is Paul & Carol Oelsner, LLC.

NOW, THEREFORE, the members of the Regional Transportation Commission of Washoe County do hereby find:

1. That proper notice of the RTC's intent to consider eminent domain action to acquire the relevant property interests of the above referenced owner(s) has been given as required by NRS 241.034.
2. That RTC staff first contacted the landowner about the property interests of a temporary construction easement located on APN 014-066-01 as described in Exhibit "A" and depicted on Exhibit "B," attached hereto and incorporated herein by reference, on or about December 27, 2018. While there have been discussions, proposals and offers made, all efforts to reach a mutually acceptable agreement for the acquisition of the property interests through purchase have been unsuccessful to date.
3. That the property interests to be acquired in conjunction with the above referenced Project are to be applied to a public use, to wit, the Virginia Street Bus Rapid Transit Extension Project.
4. That the property interests described herein are necessary to such public use.

Based on the aforementioned findings of fact, the RTC does hereby direct:

1. That RTC's legal counsel initiate, if needed, eminent domain proceedings on behalf of the RTC in accordance with provisions of Chapters 37 and 277A of Nevada Revised Statutes to acquire the property interests described in Exhibit "A" and depicted on Exhibit "B".

2. That said legal counsel shall commence and prosecute in the name of the RTC, eminent domain proceedings in the court having jurisdiction of the property interests described in Exhibit "A" and depicted on Exhibit "B."

3. That said legal counsel is authorized to pursue all actions deemed appropriate for the successful prosecution of this case, including but not limited to, an application to the court for an order permitting the RTC to take immediate possession of said property interests for the construction of the Project, upon complying with conditions imposed by law.

Upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing Resolution was passed and adopted this 19th day of April, 2019, by the following vote of the Regional Transportation Commission:

AYES: _____

NAYS: _____

ABSTAIN: _____

Approved this 19th day of April, 2019.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY, STATE OF NEVADA

BY _____
BOB LUCEY, CHAIR

STATE OF NEVADA
COUNTY OF WASHOE

The above-instrument was acknowledged before me this 19th day of April, 2019, by Bob Lucey,
Chair of the Regional Transportation Commission.

Notary Public

EXHIBIT A

EXHIBIT "A"
LEGAL DESCRIPTION OF TEMPORARY CONSTRUCTION EASEMENT
APN: 014-066-01

A temporary construction easement, situate within a portion of the North East 1/4 of Section 14 and North West 1/4 of Section 13, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the north west corner of that certain parcel of land described in deed, recorded in the official records of Washoe County Recorder's Office on December 29, 2017, as Document File # 4776268, said point being a point on the easterly line of South Virginia Street;

Thence North 69°55'32" East 5.70 feet along the north boundary line of said parcel;

Thence departing the north boundary line of said parcel, South 20°05'53" East 180.72 feet;

Thence South 20°03'23" East 14.61 feet;

Thence North 69°29'03" East 64.48 feet;

Thence North 15°35'58" East 3.70 feet;

Thence South 74°24'02" East 5.40 feet to a point on the east boundary line of said parcel;

Thence South 08°57'21" West 5.75 feet along the east boundary line of said parcel to the south east corner of said parcel;

Thence South 69°55'32" West 74.00 feet along the south boundary line of said parcel to the south west corner of said parcel;

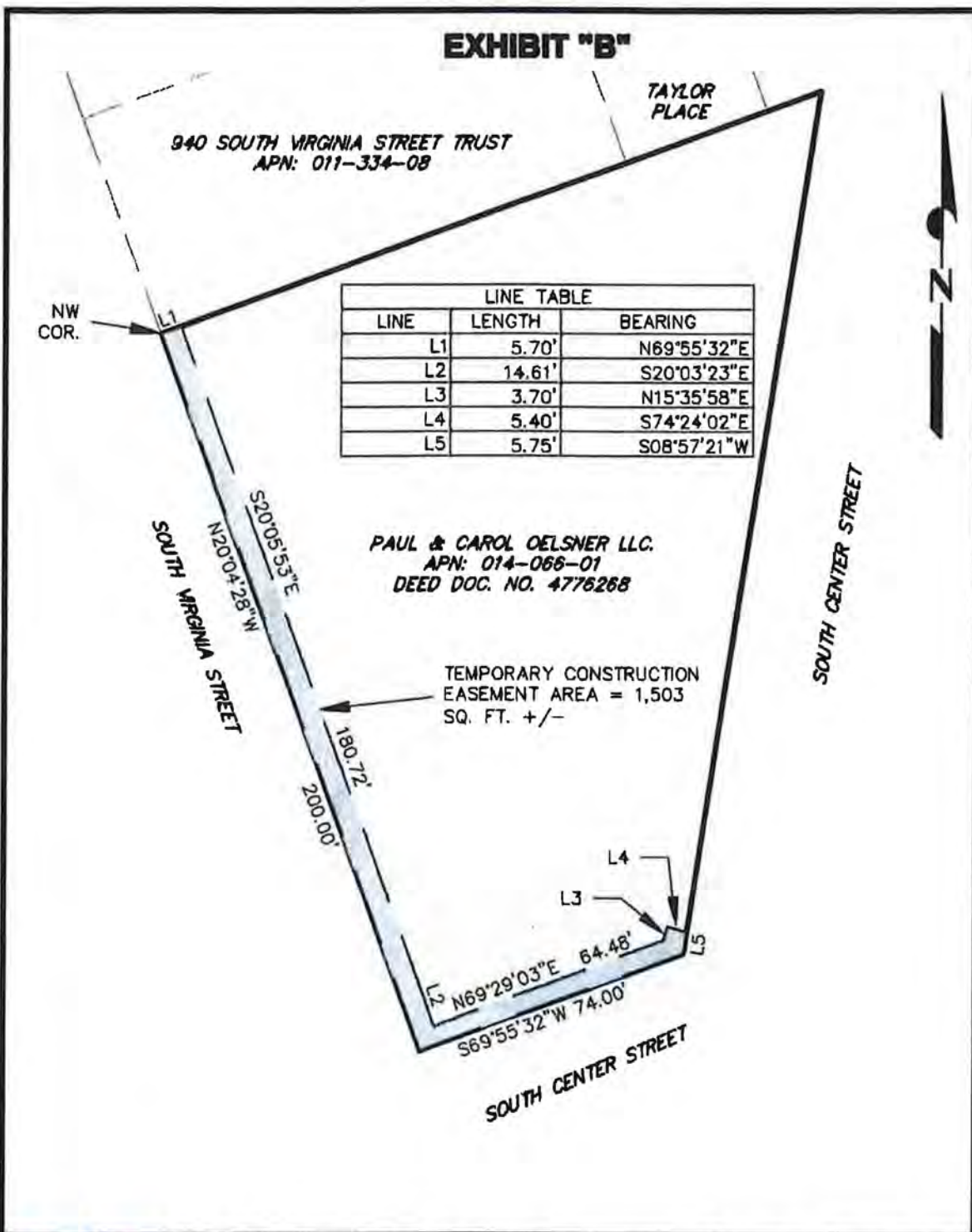
Thence North 20°04'28" West 200.00 feet along the west boundary line of said parcel to the **point of beginning**, containing 1,503 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).



Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleason Way
Sparks, NV 89431

EXHIBIT "B"



BATTLE BORN VENTURES, LLC
 600 GLEESON WAY PHONE (775) 813-4934
 SPARKS, NEVADA 89431 FAX (775) 359-4476
 www.battlebornventures.com

Land Surveyors - Civil Engineers

W.O. #: 2016_152
 BY: GRA
 DATE: 12/07/2017
 SCALE: 1" = 40'



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 6.6

TO: Regional Transportation Commission

FROM: Dale Ferguson
RTC Chief Legal Counsel



Lee G. Gibson, AICP
Executive Director

SUBJECT: Resolution of Condemnation for property rights related to APN 011-272-20, necessary to construct the Virginia Street Bus Rapid Transit Extension Project

RECOMMENDATION

Approve a Resolution of Condemnation authorizing RTC’s legal counsel to commence condemnation proceedings to acquire two permanent easements and a temporary construction easement on APN 011-272-20 from Sampuran Hotels, Inc., necessary to construct the Virginia Street Bus Rapid Transit Extension Project.

SUMMARY

At the March 18, 2016, RTC Board Meeting, the Commission approved Amendment No. 1 to the Professional Services Agreement with Nichols Consulting Engineers (“NCE”) for Final Design of the Virginia Street Bus RAPID Transit Extension Project (the “Project”). At the September 16, 2016, RTC Board Meeting, the Commission approved the Request for Proposals (RFP) for the selection of a firm to provide right-of-way services for the Project. Paragon Partners, LTD (“Paragon”) was selected as the firm to provide the right of way acquisition services at the November 18, 2016, RTC Board Meeting. Thereafter, Paragon initiated the process of acquiring the right-of-way for the Project.

Through an Interlocal Cooperative Agreement with the City of Reno dated May 24, 2016, the RTC has been authorized to negotiate and/or initiate eminent domain proceeding for right-of-way acquisition when necessary for the Project. Paragon has been attempting to negotiate the purchase of property rights needed to construct the Project from the owners of APN 011-272-20. Those efforts have been unsuccessful to date.

To ensure timely construction of the Project, the approval of this Resolution of Condemnation allows the RTC to initiate condemnation proceedings for these property rights. Proper notice of this agenda item has been provided to the property owner as required by the Nevada Revised Statutes. In order to minimize potential delays to the Project, the proposed resolution of condemnation (see Attachment A) is requested now so that legal counsel can seek a court ordered right-of-entry and/or order for immediate occupancy should negotiations with property owners not result in the acquisition of the property rights through purchase. Every effort to reach satisfactory

purchase agreements will continue to be made until a complaint in eminent domain is filed with the court. Thereafter, the RTC will continue to attempt to negotiate a resolution that is fair and equitable.

FISCAL IMPACT

The costs to acquire the subject property interests have been budgeted; however, the fiscal impact cannot be determined at this time. Aside from legal fees, there is the potential that the compensation to the property owner may increase as a result of legal settlement.

PREVIOUS ACTIONS BY BOARD

November 18, 2016	Approved the staff recommendation of Paragon Partners LTD to provide the right of way acquisition services for the Project; authorize the Executive Director to negotiate and execute the final Professional Service Agreement (PSA).
September 16, 2016	Approved the Request for Proposals (RFP) for the selection of a firm to provide Right of Way Services for the Project.
March 18, 2016	Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Project.
October 16, 2015	Acknowledged receipt of an update on the Project and approve the local preferred alternative.
October 17, 2014	Approved Selection of Nichols Consulting Engineers (NCE) for Preliminary Design & NEPA; authorize the RTC Executive Director to negotiate and execute a professional services agreement with NCE.

ADDITIONAL BACKGROUND

This project will complete the final design for multi-modal transportation improvements on the corridor from Plumb Lane to Liberty Street and Maple Street to 15th Street/North Virginia Street. The NEPA process is complete. The 100 percent design plans for the project are complete. The roadway reconstruction and BRT project work in the South Virginia-Midtown segment of the project is tentatively scheduled to begin in June 2019 pending receipt of a Letter of No Prejudice from the FTA and successful negotiation with the CMAR contractor. Work in the North Virginia-UNR segment of the project is anticipated to begin mid-2020. With these anticipated start dates, the roadway construction and BRT improvements are scheduled to be complete by the end of 2020.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this report.

Attachment

RESOLUTION OF CONDEMNATION

WHEREAS, it is necessary for the Regional Transportation Commission of Washoe County, hereinafter referred to as "RTC," to provide regional transportation facilities which are of a quality and standard necessary to satisfactorily meet the needs of the traveling public; and

WHEREAS, in recognition of such needs, the RTC approved the Virginia Street Bus Rapid Transit Extension Project, hereinafter referred to as "Project," as part of an Interlocal Cooperative Agreement ("ICA") dated May 24, 2016; and

WHEREAS, in the ICA dated May 24, 2016, the City of Reno authorized the RTC to initiate eminent domain proceedings on behalf of the City, if required, for the acquisition of right-of-way for the Project; and

WHEREAS, Chapter 277A of Nevada Revised Statutes provides that the RTC may exercise the power of eminent domain, if the city or county which has jurisdiction over the property approves; and

WHEREAS, the current owner of record of the property interests to be acquired, insofar as is known to the RTC, is Sampuran Hotels, Inc.

NOW, THEREFORE, the members of the Regional Transportation Commission of Washoe County do hereby find:

1. That proper notice of the RTC's intent to consider eminent domain action to acquire the relevant property interests of the above referenced owner(s) has been given as required by NRS 241.034.
2. That RTC staff first contacted the landowner about the property interests of two permanent easements and a temporary construction easement located on APN 011-272-20 as described in Exhibit "A" and depicted on Exhibit "B," attached hereto and incorporated herein by reference, on or about November 28, 2018. While there have been discussions, proposals and offers made, all efforts to reach a mutually acceptable agreement for the acquisition of the property interests through purchase have been unsuccessful to date.
3. That the property interests to be acquired in conjunction with the above referenced Project are to be applied to a public use, to wit, the Virginia Street Bus Rapid Transit Extension Project.
4. That the property interests described herein are necessary to such public use.

Based on the aforementioned findings of fact, the RTC does hereby direct:

1. That RTC's legal counsel initiate, if needed, eminent domain proceedings on behalf of the RTC in accordance with provisions of Chapters 37 and 277A of Nevada Revised Statutes to acquire the property interests described in Exhibit "A" and depicted on Exhibit "B".

2. That said legal counsel shall commence and prosecute in the name of the RTC, eminent domain proceedings in the court having jurisdiction of the property interests described in Exhibit "A" and depicted on Exhibit "B."

3. That said legal counsel is authorized to pursue all actions deemed appropriate for the successful prosecution of this case, including but not limited to, an application to the court for an order permitting the RTC to take immediate possession of said property interests for the construction of the Project, upon complying with conditions imposed by law.

Upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing Resolution was passed and adopted this 19th day of April, 2019, by the following vote of the Regional Transportation Commission:

AYES: _____

NAYS: _____

ABSTAIN: _____

Approved this 19th day of April, 2019.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY, STATE OF NEVADA

BY _____
BOB LUCEY, CHAIR

STATE OF NEVADA
COUNTY OF WASHOE

The above-instrument was acknowledged before me this 19th day of April, 2019, by Bob Lucey,
Chair of the Regional Transportation Commission.

Notary Public

EXHIBIT A

EXHIBIT "A" LEGAL DESCRIPTION OF PERMANENT EASEMENTS APN: 011-272-20

All those permanent easements, situate within a portion of the North East 1/4 of Section 14, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

PERMANENT EASEMENT 1

Beginning at the south east corner of that certain parcel of land described as Lot 4 and the south 20 feet of Lot 3 in Block 1 of Martin's Addition to City of Reno, recorded in the official records of Washoe County Recorder's Office on March 07, 1907, as Tract Map # 72, said point being a of intersection with the westerly line of South Virginia Street and the northerly line of Taylor Street;

Thence South 69°55'36" West 7.23 feet along the south boundary line of said parcel;

Thence departing the south boundary line of said parcel North 18°54'12" East 9.25 feet;

Thence North 39°44'39" East 1.63 feet to a point on the east boundary line of said parcel;

Thence South 20°04'24" East 8.01 feet along the east boundary line of said parcel to the **point of beginning**, containing 32 square feet, more or less.

PERMANENT EASEMENT 2

Beginning at the north east corner of that certain parcel of land described as Lot 4 and the south 20 feet of Lot 3 in Block 1 of Martin's Addition to City of Reno, recorded in the official records of Washoe County Recorder's Office on March 07, 1907, as Tract Map # 72, said point being a point on the westerly line of South Virginia Street;

Thence South 20°04'24" East 18.55 feet along the east boundary line of said parcel;

Thence departing the east boundary line of said parcel South 69°54'07" West 1.04 feet;

Thence North 20°05'53" West 18.55 feet to a point on the north boundary line of said parcel;

Thence North 69°55'36" East 1.05 feet along the north boundary line of said parcel to the **point of beginning**, containing 19 square feet, more or less.

The combined area of Permanent Easement 1 and 2, containing an area of 51 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431

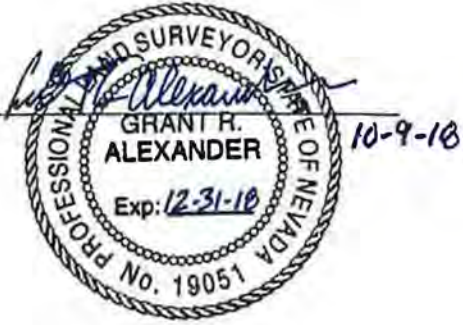
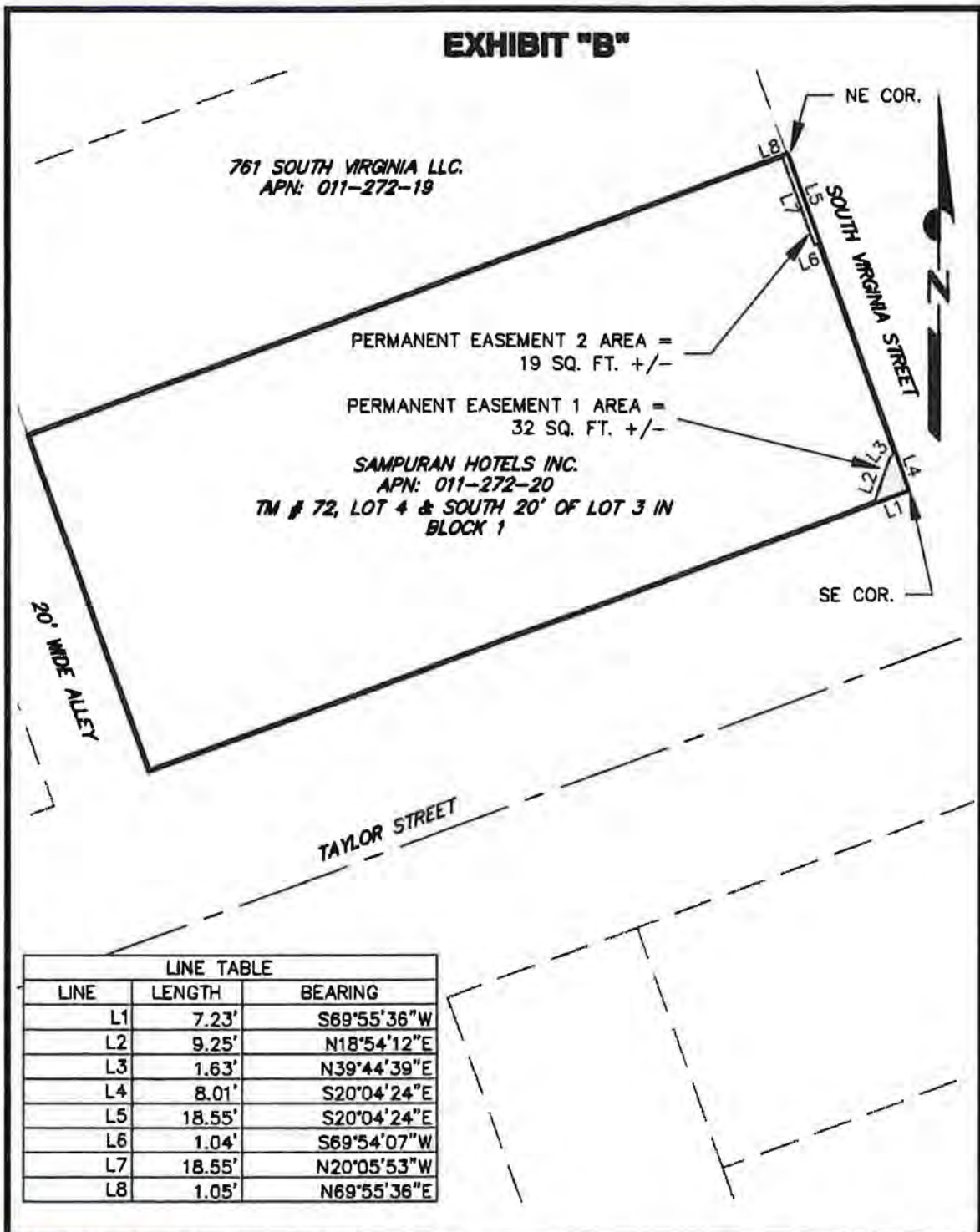


EXHIBIT "B"



LINE TABLE		
LINE	LENGTH	BEARING
L1	7.23'	S69°55'36"W
L2	9.25'	N18°54'12"E
L3	1.63'	N39°44'39"E
L4	8.01'	S20°04'24"E
L5	18.55'	S20°04'24"E
L6	1.04'	S69°54'07"W
L7	18.55'	N20°05'53"W
L8	1.05'	N69°55'36"E



BATTLE BORN VENTURES, LLC
 600 GLEESON WAY
 SPARKS, NEVADA 89431
 www.battlebornventures.com

PHONE (775) 813-4934
 FAX (775) 359-4476

Land Surveyors - Civil Engineers

W.O. #: 2016_152
 BY: GRA
 DATE: 01/05/2018
 SCALE: 1" = 30'

EXHIBIT "A"
LEGAL DESCRIPTION OF TEMPORARY CONSTRUCTION EASEMENT
APN: 011-272-20

A temporary construction easement, situate within a portion of the North East 1/4 of Section 14, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the north east corner of that certain parcel of land described as Lot 4 and the south 20 feet of Lot 3 in Block 1 of Martin's Addition to City of Reno, recorded in the official records of Washoe County Recorder's Office on March 07, 1907, as Tract Map # 72, said point being a on the westerly line of South Virginia Street;

Thence South 69°55'36" West 1.05 feet along the north boundary line of said parcel to the **true point of beginning**;

Thence departing the north boundary line of said parcel South 20°05'53" East 18.55 feet;

Thence North 69°54'07" East 1.04 feet to a point on the east boundary line of said parcel;

Thence South 20°04'24" East 43.44 feet along the east boundary line of said parcel;

Thence departing the east boundary line of said parcel South 39°44'39" West 1.63 feet;

Thence South 18°54'12" West 9.25 feet to a point on the south boundary line of said parcel;

Thence South 69°55'36" West 3.37 feet along the south boundary line of said parcel;

Thence departing the south boundary line of said parcel North 20°58'14" West 7.30 feet;

Thence North 20°34'22" West 40.14 feet;

Thence North 20°07'42" West 18.41 feet;

Thence South 69°44'54" West 0.41 feet;

Thence North 20°07'42" West 3.31 feet;

Thence North 69°44'54" East 0.41 feet;

Thence North 20°07'42" West 0.84 feet to a point on the north boundary line of said parcel;

Thence North 69°55'36" East 10.04 feet along the north boundary line of said parcel to the **true point of beginning**, containing 715 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431

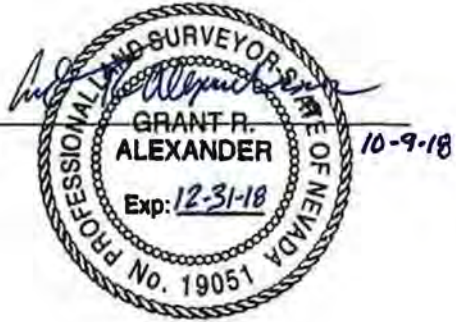
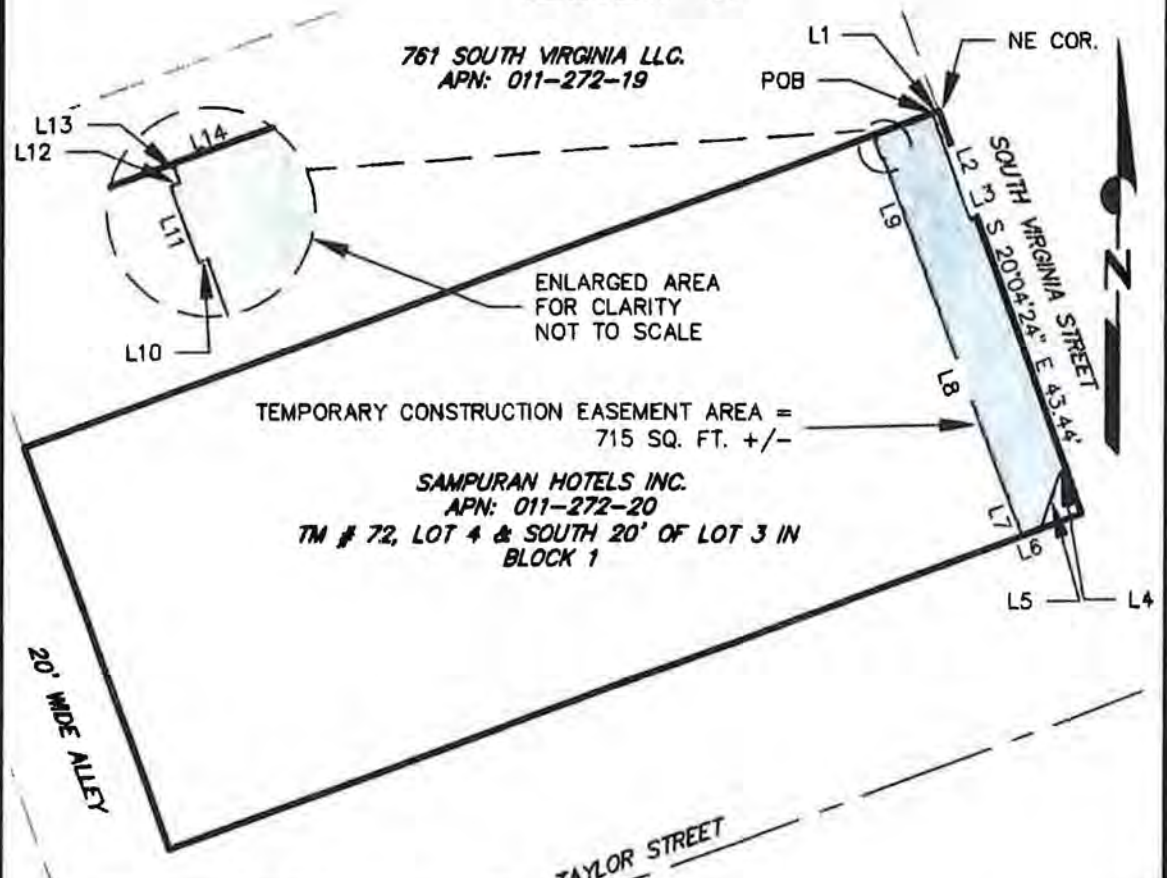


EXHIBIT "B"



LINE TABLE		
LINE	LENGTH	BEARING
L1	1.05'	S69°55'36"W
L2	18.55'	S20°05'53"E
L3	1.04'	N69°54'07"E
L4	1.63'	S39°44'39"W
L5	9.25'	S18°54'12"W
L6	3.37'	S69°55'36"W
L7	7.30'	N20°58'14"W
L8	40.14'	N20°34'22"W
L9	18.41'	N20°07'42"W
L10	0.41'	S69°44'54"W
L11	3.31'	N20°07'42"W
L12	0.41'	N69°44'54"E
L13	0.84'	N20°07'42"W
L14	10.04'	N69°55'36"E



BATTLE BORN VENTURES, LLC
 600 GLEESON WAY
 SPARKS, NEVADA 89431
 www.battlebornventures.com

PHONE (775) 813-4934
 FAX (775) 359-4476

Land Surveyors - Civil Engineers

W.O. #: 2016_152
 BY: GRA
 DATE: 01/05/2018
 SCALE: 1" = 30'



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning · Public Transportation & Operations · Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 6.7

TO: Regional Transportation Commission

FROM: Dale Ferguson
RTC Chief Legal Counsel



Lee G. Gibson, AICP
Executive Director

SUBJECT: Resolution of Condemnation for property rights related to APN 011-183-13 and APN 011-183-15 necessary to construct the Virginia Street Bus Rapid Transit Extension Project

RECOMMENDATION

Approve a Resolution of Condemnation authorizing RTC’s legal counsel to commence condemnation proceedings to acquire two temporary construction easements located on APN 011-183-13 and a permanent easement and a temporary construction easement located on APN 011-183-15 from Redbird Reno Liberty DE LLC and 50 West Liberty DE LLC necessary to construct the Virginia Street Bus Rapid Transit Extension Project.

SUMMARY

At the March 18, 2016, RTC Board Meeting, the Commission approved Amendment No. 1 to the Professional Services Agreement with Nichols Consulting Engineers (“NCE”) for Final Design of the Virginia Street Bus RAPID Transit Extension Project (the “Project”). At the September 16, 2016, RTC Board Meeting, the Commission approved the Request for Proposals (RFP) for the selection of a firm to provide Right of Way Services for the Project. Paragon Partners, LTD (“Paragon”) was selected as the firm to provide the right of way acquisition services at the November 18, 2016, RTC Board Meeting. Thereafter, Paragon initiated the process of acquiring the right-of-way for the Project.

Through an Interlocal Cooperative Agreement with the City of Reno dated May 24, 2016, the RTC has been authorized to negotiate and/or initiate eminent domain proceeding for right-of-way acquisition when necessary for the Project. Paragon has been attempting to negotiate the purchase of property rights needed to construct the Project from the owners of APN 011-183-13 and APN 011-183-15. Those efforts have been unsuccessful to date.

To ensure timely construction of the Project, the approval of this Resolution of Condemnation allows the RTC to initiate condemnation proceedings for these property rights. Proper notice of this agenda item has been provided to the property owner as required by the Nevada Revised Statutes. In order to minimize potential delays to the Project, the proposed resolution of condemnation (see Attachment A) is requested now so that legal counsel can seek a court ordered

right-of-entry and/or order for immediate occupancy should negotiations with property owners not result in the acquisition of the property rights through purchase. Every effort to reach satisfactory purchase agreements will continue to be made until a complaint in eminent domain is filed with the court. Thereafter, the RTC will continue to attempt to negotiate a resolution that is fair and equitable.

FISCAL IMPACT

The costs to acquire the subject property interests have been budgeted; however, the fiscal impact cannot be determined at this time. Aside from legal fees, there is the potential that the compensation to the property owner may increase as a result of legal settlement.

PREVIOUS ACTIONS BY BOARD

November 18, 2016	Approved the staff recommendation of Paragon Partners LTD to provide the right of way acquisition services for the Project; authorize the Executive Director to negotiate and execute the final Professional Service Agreement (PSA).
September 16, 2016	Approved the Request for Proposals (RFP) for the selection of a firm to provide Right of Way Services for the Project.
March 18, 2016	Approved Amendment No. 1 to the Professional Services Agreement with NCE for Final Design for the Project.
October 16, 2015	Acknowledged receipt of an update on the Project and approve the local preferred alternative.
October 17, 2014	Approved Selection of Nichols Consulting Engineers (NCE) for Preliminary Design & NEPA; authorize the RTC Executive Director to negotiate and execute a professional services agreement with NCE.

ADDITIONAL BACKGROUND

This project will complete the final design for multi-modal transportation improvements on the corridor from Plumb Lane to Liberty Street and Maple Street to 15th Street/North Virginia Street. The NEPA process is complete. The 100 percent design plans for the project are complete. The roadway reconstruction and BRT project work in the South Virginia-Midtown segment of the project is tentatively scheduled to begin in June 2019 pending receipt of a Letter of No Prejudice from the FTA and successful negotiation with the CMAR contractor. Work in the North Virginia-UNR segment of the project is anticipated to begin mid-2020. With these anticipated start dates, the roadway construction and BRT improvements are scheduled to be complete by the end of 2020.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this report.

Attachment

RESOLUTION OF CONDEMNATION

WHEREAS, it is necessary for the Regional Transportation Commission of Washoe County, hereinafter referred to as "RTC," to provide regional transportation facilities which are of a quality and standard necessary to satisfactorily meet the needs of the traveling public; and

WHEREAS, in recognition of such needs, the RTC approved the Virginia Street Bus Rapid Transit Extension Project, hereinafter referred to as "Project," as part of an Interlocal Cooperative Agreement ("ICA") dated May 24, 2016; and

WHEREAS, in the ICA dated May 24, 2016, the City of Reno authorized the RTC to initiate eminent domain proceedings on behalf of the City, if required, for the acquisition of right-of-way for the Project; and

WHEREAS, Chapter 277A of Nevada Revised Statutes provides that the RTC may exercise the power of eminent domain, if the city or county which has jurisdiction over the property approves; and

WHEREAS, the current owner of record of the property interests to be acquired, insofar as is known to the RTC, is Redbird Reno Liberty DE LLC and 50 West Liberty DE LLC.

NOW, THEREFORE, the members of the Regional Transportation Commission of Washoe County do hereby find:

1. That proper notice of the RTC's intent to consider eminent domain action to acquire the relevant property interests of the above referenced owner(s) has been given as required by NRS 241.034.
2. That RTC staff first contacted the landowner about the property interests of two temporary construction easements located on APN 011-183-13 and a permanent easement and a temporary construction easement located on APN 011-183-15 as described in Exhibit "A" and depicted on Exhibit "B," attached hereto and incorporated herein by reference, on or about January 18, 2019. While there have been discussions, proposals and offers made, all efforts to reach a mutually acceptable agreement for the acquisition of the property interests through purchase have been unsuccessful to date.
3. That the property interests to be acquired in conjunction with the above referenced Project are to be applied to a public use, to wit, the Virginia Street Bus Rapid Transit Extension Project.
4. That the property interests described herein are necessary to such public use.

Based on the aforementioned findings of fact, the RTC does hereby direct:

1. That RTC's legal counsel initiate, if needed, eminent domain proceedings on behalf of the RTC in accordance with provisions of Chapters 37 and 277A of Nevada Revised Statutes to acquire the property interests described in Exhibit "A" and depicted on Exhibit "B".

2. That said legal counsel shall commence and prosecute in the name of the RTC, eminent domain proceedings in the court having jurisdiction of the property interests described in Exhibit "A" and depicted on Exhibit "B."

3. That said legal counsel is authorized to pursue all actions deemed appropriate for the successful prosecution of this case, including but not limited to, an application to the court for an order permitting the RTC to take immediate possession of said property interests for the construction of the Project, upon complying with conditions imposed by law.

Upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing Resolution was passed and adopted this 19th day of April, 2019, by the following vote of the Regional Transportation Commission:

AYES: _____

NAYS: _____

ABSTAIN: _____

Approved this 19th day of April, 2019.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY, STATE OF NEVADA

BY _____
BOB LUCEY, CHAIR

STATE OF NEVADA
COUNTY OF WASHOE

The above-instrument was acknowledged before me this 19th day of April, 2019, by Bob Lucey, Chair of the Regional Transportation Commission.

Notary Public

EXHIBIT A

EXHIBIT "A" LEGAL DESCRIPTION OF TEMPORARY CONSTRUCTION EASEMENTS APN: 011-183-13

All those temporary construction easements, situate within a portion of the South East 1/4 of Section 11, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

TEMPORARY CONSTRUCTION EASEMENT 1

Beginning at the south east corner of that certain parcel of land described in deed as Parcel 2, recorded in the official records of Washoe County Recorder's Office on March 31, 2017, as Document File # 4692227, said point also being a point on the westerly line of South Virginia Street, said point also being the south east corner of a revised parcel shown on Map of Dedication by Valley Plaza LTD., recorded on April 25, 1979, as Tract Map # 1838, Document File # 601633;

Thence South 70°25'14" West 12.17 feet along the south boundary line of said parcel;

Thence departing south boundary line of said parcel, North 16°58'40" West 16.56 feet;

Thence North 15°11'27" West 49.18 feet to a point on the east boundary line of said parcel, said point also being a point on the westerly line of South Virginia Street;

Thence South 26°14'28" East 66.02 feet along the east boundary line of said parcel to the **point of beginning**, containing 412 square feet, more or less.

TEMPORARY CONSTRUCTION EASEMENT 2

Beginning at the north east corner of that certain parcel of land described in deed as Parcel 2, recorded in the official records of Washoe County Recorder's Office on March 31, 2017, as Document File # 4692227, said point also being a point on the westerly line of South Virginia Street, said point also being a point on the east boundary line of a revised parcel shown on Map of Dedication by Valley Plaza LTD., recorded on April 25, 1979, as Tract Map # 1838, Document File # 601633;

Thence South 20°06'24" East 55.42 feet along the east boundary line of said parcel;

Thence South 26°14'28" East 4.46 feet along the east boundary line of said parcel;

Thence departing the east boundary line of said parcel, South 76°36'41" West 6.10 feet;

Thence North 14°42'14" West 9.31 feet;

Thence North 15°35'32" West 31.71 feet;

Thence North 14°35'35" West 15.78 feet;

Thence North 09°44'10" West 2.73 feet to a point on the north boundary line of said parcel;

Thence North 74°39'13" East 0.19 feet along the north boundary line of said parcel to the **point of beginning**, containing 183 square feet, more or less.

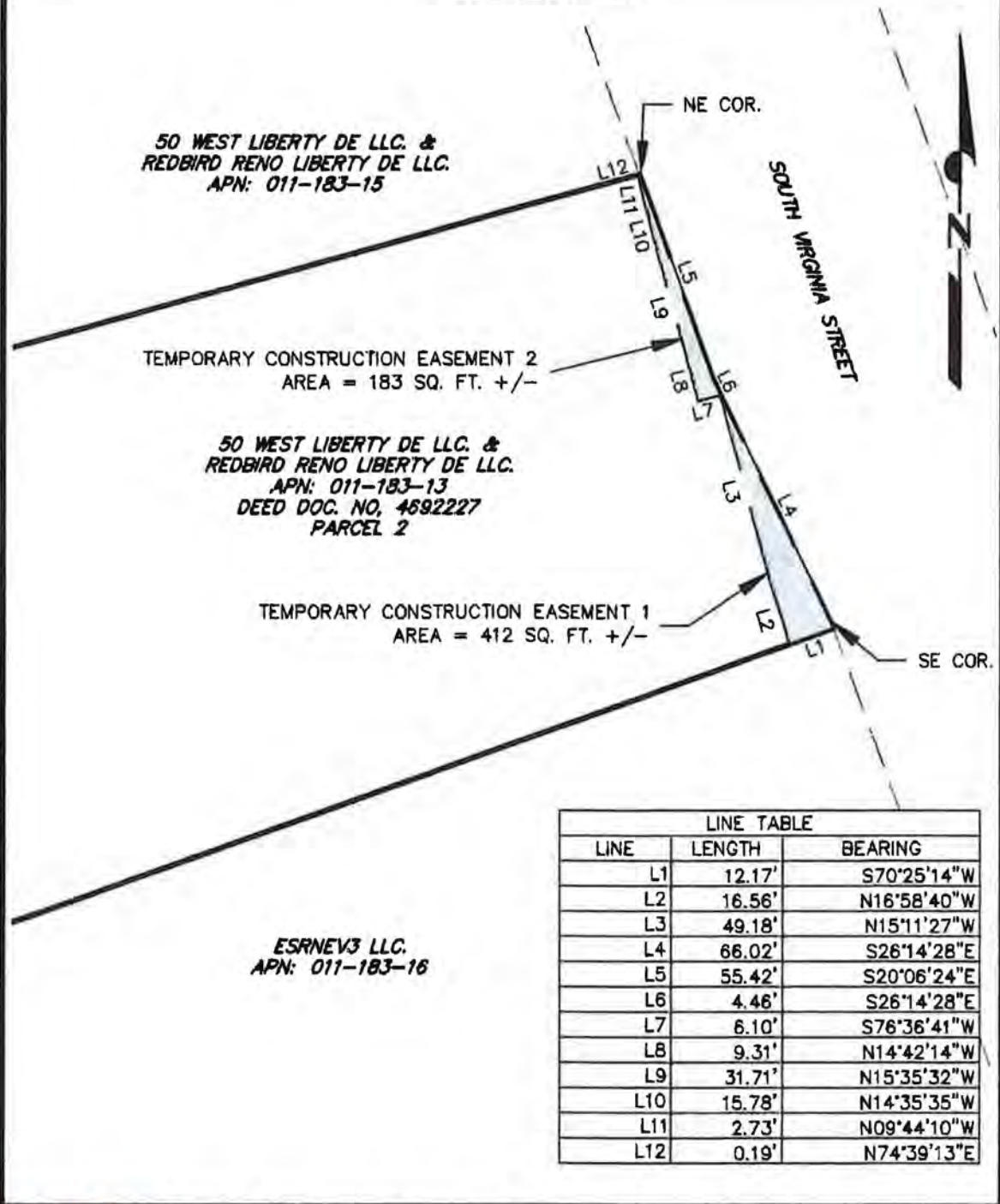
The combined area of Temporary Construction Easements 1 through 2, containing a total area of 595 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431



EXHIBIT "B"



50 WEST LIBERTY DE LLC. &
REDBIRD RENO LIBERTY DE LLC.
APN: 011-183-15

TEMPORARY CONSTRUCTION EASEMENT 2
AREA = 183 SQ. FT. +/-

50 WEST LIBERTY DE LLC. &
REDBIRD RENO LIBERTY DE LLC.
APN: 011-183-13
DEED DOC. NO. 4692227
PARCEL 2

TEMPORARY CONSTRUCTION EASEMENT 1
AREA = 412 SQ. FT. +/-

ESRNEV3 LLC.
APN: 011-183-16

LINE TABLE		
LINE	LENGTH	BEARING
L1	12.17'	S70°25'14"W
L2	16.56'	N16°58'40"W
L3	49.18'	N15°11'27"W
L4	66.02'	S26°14'28"E
L5	55.42'	S20°06'24"E
L6	4.46'	S26°14'28"E
L7	6.10'	S76°36'41"W
L8	9.31'	N14°42'14"W
L9	31.71'	N15°35'32"W
L10	15.78'	N14°35'35"W
L11	2.73'	N09°44'10"W
L12	0.19'	N74°39'13"E



BATTLE BORN VENTURES, LLC
600 GLEESON WAY
SPARKS, NEVADA 89431
www.battlebornventures.com

PHONE (775) 813-4934
FAX (775) 359-4476

Land Surveyors - Civil Engineers

W.O. #: 2016_152
BY: GRA
DATE: 11/01/2017
SCALE: 1" = 40'

EXHIBIT A

**EXHIBIT "A"
LEGAL DESCRIPTION OF PERMANENT EASEMENT
APN: 011-183-15**

A permanent easement, situate within a portion of the South East 1/4 of Section 11, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the south east corner of that certain parcel of land described in deed as Parcel 1, recorded in the official records of Washoe County Recorder's Office on March 31, 2017, as Document File # 4692227, said point also being a point on the westerly line of South Virginia Street, said point also being a point on the east boundary line of a revised parcel shown on Map of Dedication by Valley Plaza LTD., recorded on April 25, 1979, as Tract Map # 1838, Document File # 601633;

Thence North 20°06'24" West 114.45 feet along the east boundary line of said parcel to a non tangent curve to the left;

Thence westerly 5.95 feet along the north boundary line of said parcel and said curve to which a radial line bears North 24°38'02" East, having a radius of 15.41 feet, through a delta angle of 22°07'08" to the **true point of beginning**;

Thence continuing along the north boundary line of said parcel westerly 4.79 feet and curve having a radius of 15.41 feet, through a delta angle of 17°49'01";

Thence South 74°41'53" West 28.79 feet along the north boundary line of said parcel;

Thence departing the north boundary line of said parcel, South 14°50'38" East 3.35 feet;

Thence North 74°38'42" East 19.00 feet;

Thence North 14°50'38" West 2.71 feet;

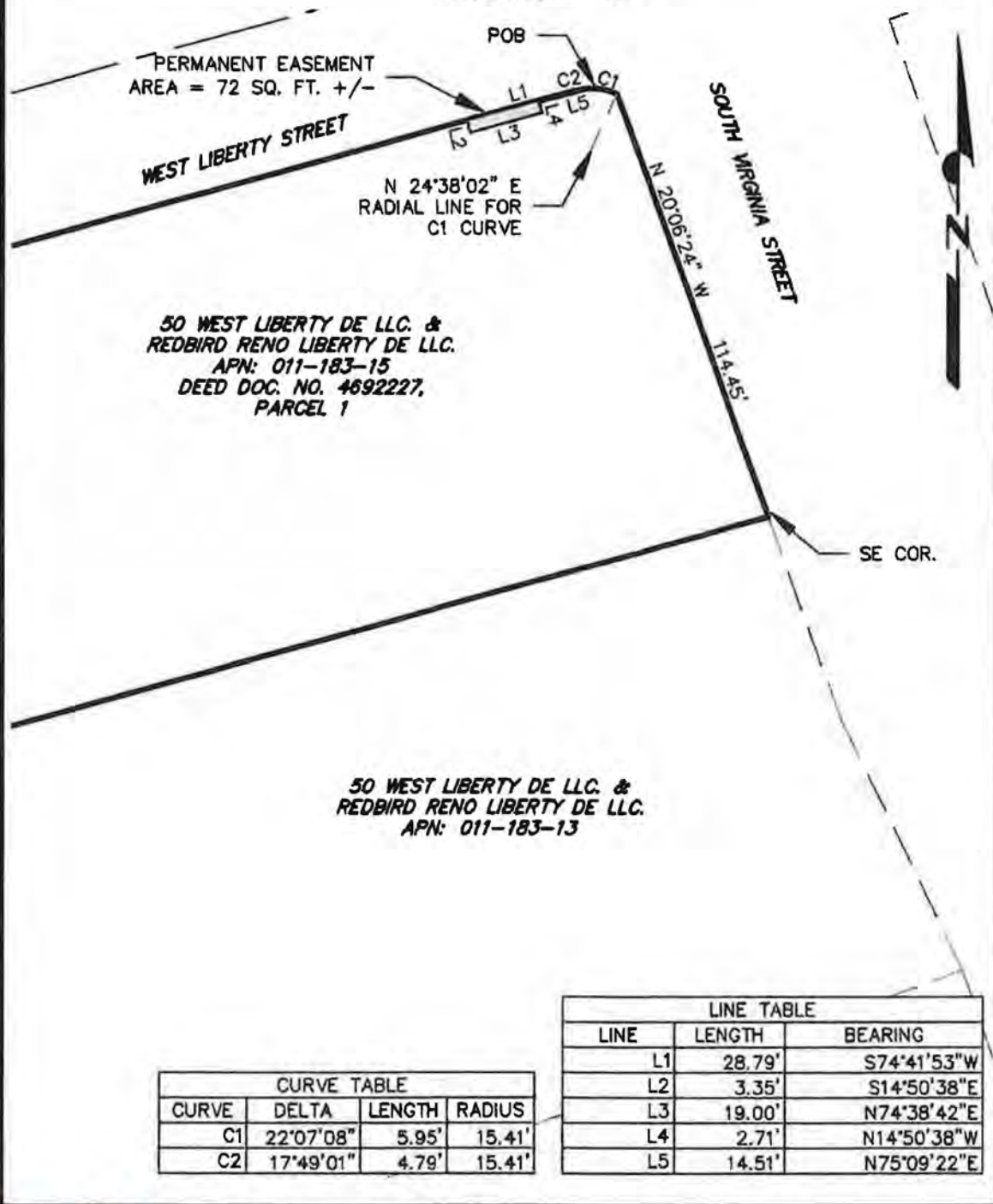
Thence North 75°09'22" East 14.51 feet to the **true point of beginning**, containing 72 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).

Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431



EXHIBIT "B"



CURVE TABLE			
CURVE	DELTA	LENGTH	RADIUS
C1	22°07'08"	5.95'	15.41'
C2	17°49'01"	4.79'	15.41'

LINE TABLE		
LINE	LENGTH	BEARING
L1	28.79'	S74°41'53"W
L2	3.35'	S14°50'38"E
L3	19.00'	N74°38'42"E
L4	2.71'	N14°50'38"W
L5	14.51'	N75°09'22"E



BATTLE BORN VENTURES, LLC
 600 GLEESON WAY
 SPARKS, NEVADA 89431
 www.battlebornventures.com

PHONE (775) 813-4934
 FAX (775) 359-4476

Land Surveyors - Civil Engineers

W.O. #: 2016_152
 BY: GRA
 DATE: 11/30/2017
 SCALE: 1" = 40'

EXHIBIT "A"
LEGAL DESCRIPTION OF TEMPORARY CONSTRUCTION EASEMENT
APN: 011-183-15

A temporary construction easement, situate within a portion of the South East 1/4 of Section 11, Township 19 North, Range 19 East, Mount Diablo Base and Meridian, City of Reno, County of Washoe, State of Nevada, more particularly described as follows:

Beginning at the south east corner of that certain parcel of land described in deed as Parcel 1, recorded in the official records of Washoe County Recorder's Office on March 31, 2017, as Document File # 4692227, said point also being a point on the westerly line of South Virginia Street, said point also being a point on the east boundary line of a revised parcel shown on Map of Dedication by Valley Plaza LTD., recorded on April 25, 1979, as Tract Map # 1838, Document File # 601633;

Thence South 74°39'13" West 15.45 feet along the south boundary line of said parcel;

Thence departing south boundary line of said parcel, North 14°52'51" West 52.40 feet;

Thence North 29°51'17" East 7.10 feet;

Thence North 15°22'01" West 56.93 feet;

Thence South 74°37'42" West 19.20 feet;

Thence North 14°50'38" West 2.71 feet;

Thence North 75°09'22" East 14.51 feet to a point on the northerly line of said parcel and non tangent curve to the right;

Thence easterly 5.95 feet along the north boundary line of said parcel and said curve to which a radial line bears North 02°30'54" East, having a radius of 15.41 feet, through a delta angle of 22°07'08";

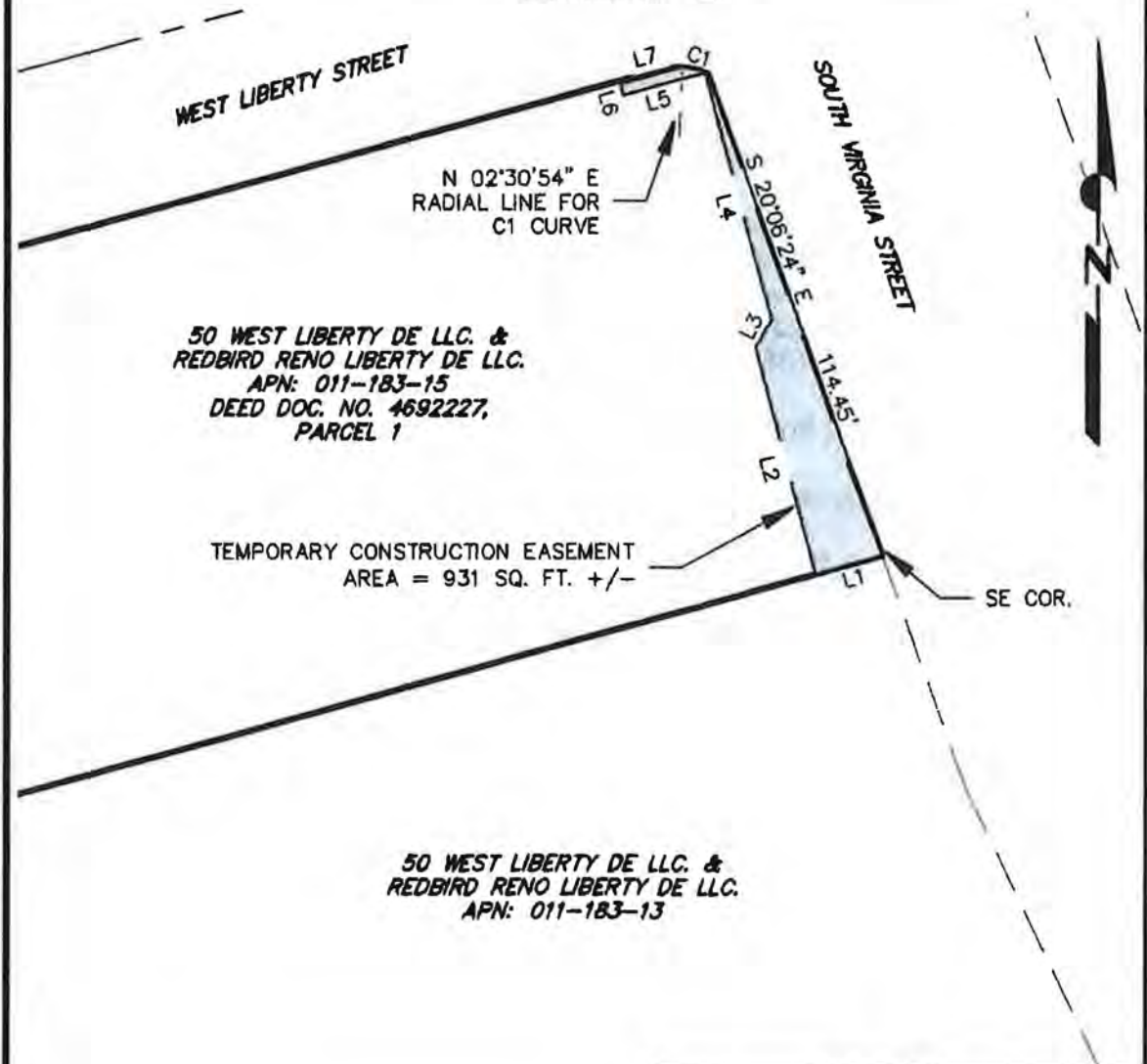
Thence South 20°06'24" East 114.45 feet along the east boundary line of said parcel to the **point of beginning**, containing 931 square feet, more or less.

Basis of Bearings: NAD 83(94) Nevada State Plane Coordinate System, West Zone (2703).



Grant R. Alexander, P.L.S. 19051
Battle Born Ventures, LLC
600 Gleeson Way
Sparks, NV 89431

EXHIBIT "B"



50 WEST LIBERTY DE LLC. &
REDBIRD RENO LIBERTY DE LLC.
APN: 011-183-15
DEED DOC. NO. 4692227,
PARCEL 1

TEMPORARY CONSTRUCTION EASEMENT
AREA = 931 SQ. FT. +/-

50 WEST LIBERTY DE LLC. &
REDBIRD RENO LIBERTY DE LLC.
APN: 011-183-13

CURVE TABLE			
CURVE	DELTA	LENGTH	RADIUS
C1	22°07'08"	5.95'	15.41'

LINE TABLE		
LINE	LENGTH	BEARING
L1	15.45'	S74°39'13"W
L2	52.40'	N14°52'51"W
L3	7.10'	N29°51'17"E
L4	56.93'	N15°22'01"W
L5	19.20'	S74°37'42"W
L6	2.71'	N14°50'38"W
L7	14.51'	N75°09'22"E

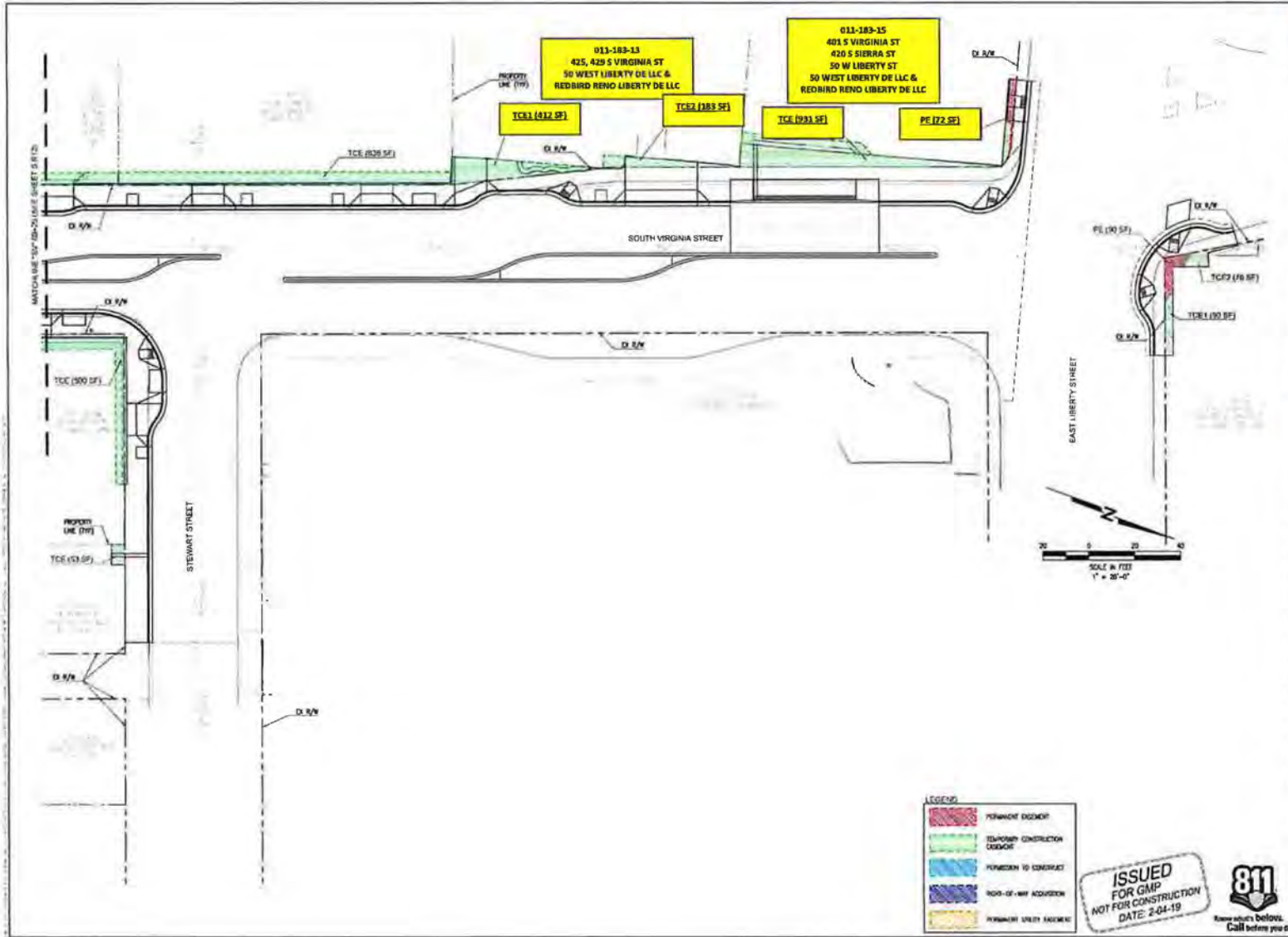


BATTLE BORN VENTURES, LLC
600 GLEESON WAY
SPARKS, NEVADA 89431
www.battlebornventures.com

Land Surveyors - Civil Engineers

W.O. #: 2016_152
BY: GRA
DATE: 11/30/2017
SCALE: 1" = 40'

EXHIBIT B



VIRGINIA STREET BUS RAPID TRANSIT EXTENSION PROJECT PHASE 2

RTC REGIONAL TRANSPORTATION COMMISSION
 1105 TERMINAL WAY
 SUITE 100 RENO, NV 89502
 PHONE (775) 348-0171

NO.	DATE	DESCRIPTION

PROJECT NO.	837325.14
DRAWN BY	SP1
CHECKED BY	SP1
DATE	1-28-19
DATE	2-04-19
<p>The drawing is the property of NCE. Creation of duplicate and reproduction without written permission is prohibited. Any use or reproduction without the prior written consent of NCE is prohibited. Any use or reproduction without the prior written consent of NCE is prohibited. Any use or reproduction without the prior written consent of NCE is prohibited.</p>	
SHEET NO.	RIGHT OF WAY
	"SV" 69+25 TO "SV" 74+50
	"ST" 10+00 TO "ST" 12+50
DRAWING	S.R13
SHEET	18 OF 332

ISSUED FOR GMP NOT FOR CONSTRUCTION DATE: 2-04-19





REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 7.1

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning, Deputy
Executive Director



Lee G. Gibson, AICP
Executive Director

SUBJECT: Discussion and Recommendation on the Draft Fiscal Years 2020-2021 Unified Planning Work Program

RECOMMENDATION

Acknowledge receipt of report on the draft FY 2020-2021 Unified Planning Work Program (UPWP).

SUMMARY

The Unified Planning Work Program (UPWP) documents the major transportation planning activities to be undertaken each fiscal year and the funding sources necessary to support these activities. Federal regulations require the RTC to develop and approve the UPWP as the Metropolitan Planning Organization (MPO) for the region. The UPWP is developed in coordination with the RTC Annual Budget, incorporating the major objectives, revenues and expenses identified in the budget.

Many of the tasks that are in the current UPWP have been carried forward to the FY 2020-2021 UPWP and will be completed during this timeframe. These projects include the following:

- Affordable Housing Study
- South Meadows Multimodal Transportation Study
- University Area Transportation Study
- Eagle Canyon Extension Alignment Alternatives and PEL Study
- Electric Vehicle Infrastructure and Advanced Mobility Plan

Some new tasks being proposed include:

- An update to the Regional Transportation Plan (RTP) with a 2045 horizon year
- An upgrade of the RTC travel demand model
- Electric Rate Structure Study and Transit Charging Infrastructure Plan
- Meadowood Mall Transfer Relocation Study
- RTC RIDE On-Board Rider Survey

FISCAL IMPACT

The fiscal impact of the two-year UPWP is a total of \$2,947,914 (\$2,699,649 federal planning funds/\$142,086 local match either RTC Fuel Tax or RTC Sales Tax). The UPWP activities are included in the FY 2020 Budget to be presented at this same meeting and ongoing activities will be programmed in the FY 2021 Budget a year from now, based upon estimated federal funding.

PREVIOUS ACTIONS BY BOARD

May 18, 2017 Approved the FY 2018 – FY 2019 Unified Planning Work Program (UPWP)

ADDITIONAL BACKGROUND

Prior to developing the draft UPWP, staff issued a call for projects to generate ideas for inclusion in the proposed program. Staff received input from the Nevada Department of Transportation (NDOT), City of Reno, and City of Sparks. Several of these tasks will be integrated into the development of the 2045 RTP and others will be addressed by staff at RTC in partnership with other agencies, as appropriate. Suggestions included the following:

- Evaluation of major intersections with sweeping right turn lanes which often have limited visibility of pedestrian crossings: RTC will work with staff at NDOT and the jurisdictions to identify the intersections of concern and conduct an analysis of crash data at these locations. This information will guide next steps in addressing conditions on a case by case basis.
- Continued coordination with NDOT and Storey County on I-80 commuter needs: RTC will work with staff at NDOT and Storey County to establish regular and ongoing coordination and communication regarding regional transportation needs.
- Evaluation of existing truck routes in the urban area: Through the 2045 RTP process, RTC will evaluate truck routes and freight movement in the urban area.
- Evaluation of pedestrian safety and access at railroad crossings: NDOT has conducted extensive work on railroad crossing safety throughout Nevada. RTC will coordinate with NDOT to address crossings of concern through Reno, Sparks, and Washoe County. Results will be incorporated into the 2045 RTP.
- Assessment of street lighting needs: RTC will coordinate a regional discussion/analysis of roadway lighting needs and potential standards/best practices.
- Pedestrian improvements in industrial areas: As part of the 2045 RTP process, RTC will work with staff from Reno, Sparks, and Washoe County to identify pedestrian improvements needed in industrial areas.
- Data collection through blue tooth technologies to analyze traffic congestion on Regional Roads: RTC will continue research into data resources that can further help track and monitor congestion levels in real time. RTC currently uses real-time INRIX traffic data to track traffic operations performance measures. While the INRIX data has been purchased for the state by NDOT, other data sources are available to purchase as well.

ADVISORY COMMITTEE(S) RECOMMENDATION

The draft FY 2020-2021 UPWP was recommended for approval on April 3, 2019, by the Technical Advisory Committee and the Citizens Multimodal Advisory Committee.

Attachment

DRAFT

**Regional Transportation Commission
of Washoe County**

UNIFIED PLANNING WORK PROGRAM

FY 2020 – FY 2021: July 1, 2019 to June 30, 2021



DRAFT – April 2019

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 for Metropolitan Planning Program Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

Contact Information:
RTC Planning Department
775-348-0480
www.rtcwashoe.com

Your RTC. Our Community.

DRAFT

REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY

UNIFIED PLANNING WORK PROGRAM FY 2020 – FY 2021

TABLE OF CONTENTS

	<u>Page</u>
Table of Contents	
1.0 INTRODUCTION.....	1
2.0 PLANNING EMPHASIS AREAS	1
2.1 Implementing MAP-21.....	2
2.2 Regional Models of Cooperation.....	3
2.3 Ladders of Opportunity.....	4
3.0 ENVIRONMENTAL JUSTICE/TITLE VI.....	5
4.0 TRANSPORTATION PLANNING PRIORITIES FOR FY 2018 – FY 2019	6
4.1 2040 Regional Transportation Plan Guiding Principles & Goals	6
4.2 Public Participation.....	8
4.3 Performance Based Planning.....	8
4.4 Regional Transportation Improvement Program	12
4.5 Air Quality.....	12
5.0 WORK ELEMENTS AND TASK DESCRIPTIONS	13
FINANCIAL SPREADSHEET—TABLE 3.....	28
APPENDIX A—RTC ORGANIZATIONAL CHART.....	29
APPENDIX B – NDOT/RTC ROLES AND RESPONSIBILITIES.....	30

DRAFT

UNIFIED PLANNING WORK PROGRAM FY 2020 – FY 2021

1.0 INTRODUCTION

The Fiscal Years 2020 – 2021 Unified Planning Work Program (UPWP) is developed by the Regional Transportation Commission of Washoe County (RTC). The UPWP describes transportation related planning activities scheduled during the period July 1, 2019 to June 30, 2021 in Washoe County. These activities will be undertaken by the RTC utilizing the annual federal allocations from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as well as state and local funds.

The RTC is designated by the Governor as the Metropolitan Planning Organization (MPO) for Washoe County. As the MPO, the RTC administers the federally required transportation planning process within the metropolitan planning area. The RTC planning process considers all modes of transportation and yields plans and programs consistent with the planned development of the urbanized area. The RTC coordinates transportation planning activities with the three member agencies – City of Reno, City of Sparks and Washoe County as well as other partner agencies including but not limited to the Nevada Department of Transportation (NDOT), the Truckee Meadows Regional Planning Agency (TMRPA), the Washoe County Health District – Air Quality Management Division (WCHD-AQMD), the Reno-Sparks Indian Colony (RSIC) and the Reno-Tahoe Airport Authority (RTAA).

The UPWP has been organized into six major elements with each element subdivided into specific tasks. The six major elements are as follows:

- Administration
- Development review for consistency with the Regional Transportation Plan (RTP)
- Multimodal planning
- Street and highway planning
- Public transportation
- Air quality planning

2.0 PLANNING EMPHASIS AREAS

In 2014, the FHWA and FTA sent a letter to the Executive Directors of MPOs and the heads of the State Departments of Transportation (State DOT) encouraging the agencies to give priority to the following emphasis areas in the updated unified planning work programs and statewide planning and research programs: MAP-21 Implementation, Regional Models of Cooperation, and Ladders of Opportunity. These three priorities were carried forward in the current transportation bill: Fixing America's Surface Transportation (FAST) Act. The planning emphasis areas have been integrated into the RTC planning work program for Fiscal Years 2020 – 2021, as described in this section.

DRAFT

2.1 Implementing MAP-21 and the FAST Act

The metropolitan transportation planning process specified by the FAST Act and the implementing regulations contained in Title 23 Part 450 of the Code of Federal Regulations (CFR) requires the RTC to maintain a cooperative, continuous and comprehensive framework for making transportation investment decisions in the metropolitan area.

The FAST Act carries forward and expands the performance-based transportation planning framework established under MAP-21. This UPWP includes data collection and analysis tasks that will facilitate annual reporting about safety, travel delay, pavement condition, alternative mode share, and other performance metrics. This UPWP includes tasks to continue evaluation of the transportation performance measures and performance targets established in the Regional Transportation Plan (RTP). It anticipates that these performance measures will be refined based on statewide MPO/NDOT coordination in the development of future RTPs. The project prioritization process for the RTP reflects consideration of the adopted performance measures.

Transportation legislation also requires the planning process to consider eight factors in the MPO's development of their regional transportation plans and programs. The eight factors are listed below and the following table outlines the associated UPWP tasks that address and support them.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
2. Increase the safety of the transportation system for motorized and non-motorized users
3. Increase the security of the transportation system for motorized and non-motorized users
4. Increase accessibility and mobility of people and freight
5. Protect and enhance the environment, promote energy conservation, improve quality of life and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. Promote efficient transportation system management and operation
8. Emphasize the preservation of the existing transportation system

DRAFT

Table 1: Planning Factors and UPWP Tasks

Task	Planning Factor							
	1 Vitality	2 Safety	3 Security	4 Access	5 Environment	6 Connectivity	7 Efficiency	8 Preservation
1.1 Administrative/Continuing Planning
1.2 Unified Planning Work Program
1.3 MPO Certification
1.4 Statewide Planning
1.5 Training
2.1 RTC Development Review & Meeting Attendance	
3.1 Regional Transportation Improvement Program
3.4 Regional Transportation Plan (RTP) Activities
3.5 Congestion Management Process
3.10 Public Participation Plan	
3.11 Community Involvement Planning	
3.13 Corridor and Area Planning
4.1 Regional Road Impact Fee Activities
4.2 Geographic Information System (GIS) Mgt.	
4.3 Traffic Forecasting		.					.	.
4.18 RTC Traffic Model Upgrade/Conversion to TransCAD		
4.27 TMRPA Shared Services	.				.	.		
4.31 Data Collection and Analysis Program	
5.2 Transit Planning
6.1 Air Quality Modeling/Analysis	.				.			.
6.2 CMAQ Planning
6.3 RTIP/RTP Conformity Analysis					.			

• Indicates that task supports planning factor

2.2 Regional Models of Cooperation

Through UPWP tasks such as Regional Transportation Plan Activities and Statewide Planning, RTC ensures a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO and state boundaries. The Nevada MPOs and NDOT, in partnership with the FHWA Nevada Division Office and FTA Region 9 Office, have adopted a coordinated approach to transportation planning through the formal Planning Executive Group and various sub-committees. This coordinated approach allows for information sharing about data, needs assessments, funding projections, financial reporting, planning initiatives, project delivery and other issues. RTC participates in multi-jurisdictional and multi-state investment studies coordinated by NDOT, including the Reno-Sparks Freeway Traffic and Spaghetti Bowl Studies, I-11 and Intermountain West Corridor Study, and the One Nevada (Long Range)

DRAFT

Transportation Plan. Through the Trans-Sierra Coalition, RTC collaborates with the Carson Area MPO, Tahoe Area MPO, Tahoe Transportation District, NDOT, CalTrans, and other jurisdictions in these planning areas regarding common transportation needs.

As an organization that integrates the functions of MPO, transit service provider, and regional road builder, RTC seamlessly integrates planning for multimodal transportation needs.

2.3 Ladders of Opportunity

RTC strives to provide access to essential services to all residents of Washoe County. Through the UPWP Geographic Information Systems (GIS) task, RTC is able to continue analysis of transportation service and access to employment, health care, schools/education, and recreation. Through the Community Involvement Planning UPWP task, RTC is able to develop and evaluate new approaches and techniques to expanding public participation, particularly in transportation disadvantaged communities.

The Regional Transportation Plan (RTP) Activities UPWP task is being used to continue updating the *ADA Transition Plan*, as well to complete the *Electric Vehicle Infrastructure and Advanced Mobility Plan*, which will examine the role of technology and shared mobility as transportation options continue to evolve in Washoe County. Through development of the *Electric Vehicle Infrastructure and Advanced Mobility Plan*, staff will consult with officials in the travel and tourism profession, among others, to explore the relationship between shared mobility and tourism.

Another document to be completed through the RTP Activities task will include an update to the Coordinated Human Services Transportation Plan, which identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, provides strategies for meeting these needs, and prioritizes transportation services for funding and implementation. This document will be developed in conjunction with the update to the RTP.

Under the UPWP Transit Planning task, staff will complete the Affordable Housing Study, which identifies potential opportunities to establish housing in locations that would support transit service and provide future residents with enhanced mobility options.

3.0 ENVIRONMENTAL JUSTICE/TITLE VI

Achieving equity and environmental justice in provision of transportation projects and services is an important goal of the RTP. The RTC strives to serve the transportation needs of all residents in the planning area without discrimination based on age, income, race, language, ethnicity, or ability. RTC complies with the federal policies and requirements listed below:

- Title VI of the Civil Rights Act of 1964: No person in the U.S. shall, on the basis of race, color, or national origin, be excluded from participation in, denied benefits of, or subjected to discrimination under any program receiving federal funding. RTC is required to take steps to ensure that no discrimination on the basis of race occurs. Title VI requires reporting about how transit services are implemented and what measures the RTC is taking to provide equal access to public transportation.
- Americans with Disabilities Act (ADA) of 1990: Requires that disabled persons have equal access to transportation facilities. This includes wheelchair accessible accommodations in the transit system.
- Executive Order on Environmental Justice: Executive Order 12898 requires the identification and assessment of disproportionately high and adverse impacts on minority and low-income populations.

Transportation projects and services are implemented in conformance with the RTC Title VI Policy. RTC submits a Title VI Report to the Federal Transit Administration every three years, with the most recent developed in 2017. As identified in the report, the following measures are in place to comply with Title VI requirements:

- Minority, low-income, and Limited English Proficiency (LEP) persons are able to provide meaningful input into the planning process through participating in public meetings held in locations near transit routes and where translators and materials are provided in Spanish and English.
- RTC has a complaint procedure in place to investigate and track Title VI concerns.
- RTC submits an annual Title VI Certification and Assurance report to the US Department of Transportation.

RTC Title VI Policy

The RTC is committed to ensuring that no person is excluded from participation in, or denied the benefits of, its services on the basis of race, color or national origin as protected by Title VI of the Civil Rights Act of 1964, as amended.

No person or group of persons will be discriminated against with regard to fares, routing, scheduling, or quality of transportation service that the RTC furnishes on the basis of race, color, or national origin. Frequency of service, age and quality of RTC vehicles assigned to routes, quality of RTC stations serving Washoe County, and location of routes will not be determined on the basis of race, color or national origin.

DRAFT

The 2040 RTP includes a chapter to specifically address promoting equity and environmental justice in regional transportation. The chapter includes an analysis of impacts of RTC projects and services on low income and minority population.

As part of the planning process for all applicable tasks, socioeconomic and environmental data are analyzed. Environmental justice applies to all transportation services and is part of the overall planning process. As the Metropolitan Planning Organization (MPO), the RTC complies with Title VI and addresses environmental justice by:

- Enhancing the analytical capabilities to ensure that the RTP and the RTIP comply with Title VI.
- Identifying residential, employment and transportation patterns of low-income and minority populations so that their needs can be identified and addressed and the benefits and burdens of transportation investment can be fairly distributed.
- Evaluating and, where necessary, improving the public involvement processes to eliminate participation barriers and engage minority and low-income populations in transportation decision making.

4.0 TRANSPORTATION PLANNING PRIORITIES FOR FY 2020 – FY 2021

This section describes the priorities of the RTC planning program for the next two years.

4.1 2040 Regional Transportation Plan Guiding Principles & Goals

The RTC Board approved the resolution adopting the 2040 Regional Transportation Plan (RTP) on May 18, 2017 and received conformity determination from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and the Environmental Protection Agency (EPA) on June 12, 2017. The RTP reflects over eighteen months of community outreach and agency coordination and provides a balanced approach to improving safety, livability and regional connectivity. The plan represents the region's transportation vision and quality of life investments for a safe and healthy community, economic development and diversification, sustainability, and increased travel choices.

The RTP was developed through a people-based approach with input from community residents and stakeholder agencies. The general public participated through community planning workshops, transportation issue-specific open houses, presentations to local jurisdictions, and the RTP website and online survey. Additionally, the agency's efforts were supplemented with a variety of multimedia outreach initiatives.

The 2040 RTP establishes the guiding principles and goals for regional transportation planning in Washoe County, as described below. These priorities are implemented through the planning projects in this UPWP.

2040 RTP Guiding Principles & Goals

The four guiding principles include promoting:

- Safe and healthy communities
- Economic development and diversification
- Sustainability, and
- Increased travel choices

The nine goals include:

- Improve safety
- Integrate land use and economic development
- Promote healthy communities & sustainability
- Manage existing systems efficiently
- Integrate all types of transportation
- Focus on regional connectivity
- Promote equity and environmental justice
- Improve freight & goods movement, and
- Invest strategically

The UPWP links the long range guiding principles of the 2040 RTP to performance based planning and project delivery. As an example, the annual reporting of performance targets in the RTP will be conducted through the data collection and analysis program in the UPWP. The community involvement planning task will allow RTC to continue the collaborative partnerships with other agencies, organizations, and members of the general public that were established or strengthened through the RTP development process. The corridor studies included in the UPWP will facilitate analysis of safety and multimodal transportation issues that are at the core of the guiding principles to provide safe and healthy communities and increase travel choices. The corridor studies bring an approach that links planning and environmental analysis early in project development.

Through the FY 2020 – FY 2021 UPWP, the RTC will conduct several planning initiatives that support the RTP. In addition to the *ADA Transition Plan* and *Advanced Mobility Plan* mentioned previously, staff will utilize the RTC travel demand model to reflect the preferred growth alternative identified in the 2019 update of the Truckee Meadows Regional Planning Agency's (TMRPA) Regional Plan. This process will help determine the need for potential transportation improvement projects to allow for better preparedness in support of future land use trends in the region. An emphasis on regional safety will also be a significant component of the RTP, while RTC staff continues to partner with groups such as Vision Zero Truckee Meadows.

DRAFT

4.2 Public Participation

Public and agency coordination is the cornerstone of the transportation planning process. The Public Participation Plan was updated in FY 2017 and the RTC will continue to monitor its implementation.

The public participation plan ensures that citizens are given the opportunity to be part of the planning efforts that will shape their communities in the future. The plan is a proactive public participation process for the RTC that provides complete information, timely public notice, full public access to key decisions, and it supports early and continuing involvement of the public in developing regional plans and programs. The purpose of the public participation plan is to increase citizen awareness and participation while widening the range of voices and views in the planning process. The plan explains how RTC operates, establishes core values for public participation and outlines strategies for increasing public information and involvement in the planning process. RTC uses a wide range of public participation approaches, including community planning workshops, roundtable discussions, open house meetings, websites, social media, and print and broadcast media.

4.3 Performance Based Planning

The 2040 RTP identified performance measures that are consistent with the national priorities included in MAP-21. The performance measures are being tracked and analyzed in an annual report produced by RTC, as well as being reported to NDOT for their use in carrying out the requirements of the National Performance Management program. The information from this analysis will be used in future updates to the RTP as projects are evaluated. Performance measures are linked to the congestion management process (CMP), which considers safety, alternative mode priorities, operations, and travel delay in project selection and prioritization. The performance management program and CMP will be used to analyze any potential changes that could be made to the capacity program through the RTP process.

As national and state performance targets are developed or refined, RTC will update the regional performance targets as necessary. RTC is actively participating with NDOT and other Nevada MPOs as targets for the performance measures are being established or updated. The 2040 RTP performance measures are provided below in Table 2.

DRAFT

Table 2: Goals and Performance Measures

SAFETY				
RTP Goal	Performance Measures	Performance Target	2017 Performance Measure Status	2017 Performance Target Status
Improve Safety	Preventable transit crashes per 100,000 miles of service	0	RTC RIDE 1.36 per 100,000 miles RTC ACCESS 0.66 per 100,000 miles	Working towards goal
	Number of fatal crashes (5-year average)	8% annual reduction from previous year trend line (37 for year 2017)	37	Met 2017 goal and working towards aspirational goal of Zero Fatalities
	Number of fatal crashes per 100 million VMT (5-year average)	1.01 for year 2017 based on fatal crashes target	1.00	Met 2017 goal and working towards aspirational goal of Zero Fatalities
	Number of serious injury crashes (5-year average)	Maintain existing decreasing trend (172 for year 2017)	161	Met 2017 goal and working towards aspirational goal of Zero Fatalities
	Number of serious injury crashes per 100 million VMT (5-year average)	4.80 base on serious injury crashes target based on serious injury crashes target	3.59	Met 2017 goal and working towards aspirational goal of Zero Fatalities
	Number of non-motorized fatalities (5-year average)	8% annual reduction from previous year trend line (13 for year 2017)	13	Met 2017 goal and working towards aspirational goal of Zero Fatalities
	Number of non-motorized serious injuries (5-year average)	Maintain existing decreasing trend (33 in 2017)	32	Met 2017 goal and working towards aspirational goal of Zero Fatalities
	Miles of bicycle lanes added & percent of Bicycle Pedestrian Master Plan completed	3-7% of plan implemented per year	3.88 miles of bike lanes added	Working towards goal
	Miles of sidewalks added of enhanced & percent of ADA Transition Plan completed	3-7% of plan implemented per year	<ul style="list-style-type: none"> • 3.7 miles of sidewalks added • 22 crosswalks replaced • 14 new crosswalks installed • 7 crosswalk warning devices installed • Crosswalk lighting installed at one location • 90 pedestrian ramps installed 	Working towards goal Construction is underway for more than seven miles of sidewalk/paths for 4th/Prater and SouthEast Connector. Will report in FY 2018.

DRAFT

INFRASTRUCTURE CONDITION/TRANSIT STATE OF GOOD REPAIR					
RTP Goal	Performance Measures	Performance Target	2017 Performance Measure Status	2017 Performance Target Status	
Manage Existing Systems Efficiently	Pavement condition index for Regional Roads	80	83.3	Exceeded goal	
	Preventive maintenance of transit rolling stock and facilities	100% of transit preventive maintenance performed on time	100% of preventive maintenance performed on time for RTC RIDE and RTC ACCESS	Met goal	
	Maintain industry standard vehicle life cycle	Varies per vehicle	Vehicle life cycle: Access paratransit vehicles = seven years RIDE fixed route vehicles = 12 years.	Met goal	
	CONGESTION REDUCTION				
	Performance Measures	Performance Target	2017 Performance Measure Status	2017 Performance Target Status	
	Percentage of person-miles traveled that are reliable on the Interstate System	Targets to be determined	92.4% of the system has a Level of Travel Time Reliability (LOTTR) less than 1.50	Establishing Baseline Data	
	Percentage of person-miles traveled that are reliable on the Non-Interstate National Highway System (NHS)	Targets to be determined	71.8% of the system has a Level of Travel Time Reliability (LOTTR) less than 1.50	Establishing Baseline Data	
	Transit passengers per service hour	30 (ongoing)	29.4	Working towards goal	
Vehicle Miles Traveled (VMT) per person	Max of 27 VMT per person, per day	22.96	Met goal		

FREIGHT MOVEMENT & ECONOMIC VITALITY				
RTP Goal	Performance Measures	Performance Target	2017 Performance Measure Status	2017 Performance Target Status
Improve Freight & Goods Movement	Truck Travel Time Reliability (TTTR) Index	Targets to be determined	TTTR Index = 1.42	Working towards goal
SYSTEM RELIABILITY				
RTP Goal	Performance Measures	Performance Target	2017 Performance Measure Status	2017 Performance Target Status
Manage Existing Systems Efficiently	Transit on-time performance	90% transit on-time performance	91.1%	Exceeded goal

DRAFT

ENVIRONMENTAL SUSTAINABILITY				
RTP Goal	Performance Measures	Performance Target	2017 Performance Measure Status	2017 Performance Target Status
Promote Healthy Communities & Sustainability	Alternative mode share by corridor	40% on E 4th Street/Prater Way, 40% on Virginia Street by 2040	35% alternative mode share on 4th Street/Prater Way 26.2% mode share on Virginia St	Working towards goal
Integrate Land Use & Economic Development	Alternative mode share in the transit service area	15% by 2040	12.21%	Working towards goal
Integrate all types of Transportation	Fleet mix — alternative fueling technologies	100% electric or CNG fleet by 2040	The RTC ACCESS fleet mix is 100% CNG The RTC fleet mix breaks down as follows: • Diesel — 49 • Electric Diesel Hybrid — 16 • Electric — 4	Working towards goal 17 electric buses to begin service in 2018
	Auto emissions	The current status of the various pollutants in Washoe County is listed below: CO (8-hr): Attainment/Maintenance for Hydrographic Area #87. Attainment/ Unclassifiable for the rest of Washoe County PM10 (24-hr)*: attainment/ maintenance for Hydrographic Area #87. Attainment/Unclassifiable for the rest of Washoe County Regional emissions analyses were performed for each pollutant to document conformity with the CAAA as part of the RTP. The Regional Transportation Commission, in collaboration with the local agencies, has also been implementing programs that reduce motor vehicle emissions in the region.	CO: 65,697 lbs./day in Hydrographic Area #87. PM10: 4,201lbs./day in Hydrographic Area #87.	Met Goal

DRAFT

4.4 Regional Transportation Improvement Program

The short-range planning document, the Regional Transportation Improvement Program (RTIP), represents the first five years of the 2040 RTP. The document is developed in draft form by RTC staff based upon joint work by RTC staff and staff representatives of the local government agencies. RTC's advisory committees then review the document and the RTC Board adopts it through a public hearing process following a 21-day public comment period. The RTC and NDOT work together to develop, analyze, and coordinate projects included in the RTIP and Statewide Transportation Improvement Program (STIP). RTC continues to collaborate with NDOT and other Nevada MPOs to streamline the RTIP/STIP documentation process through the electronic STIP (eSTIP) at <https://estip.nevadadot.com/default.asp>.

A federal fiscal year (FFY) 2020-2024 RTIP is anticipated to be adopted in August 2019. The programs/projects included in the RTIP will be monitored and maintained throughout this fiscal year.

4.5 Air Quality

One of the deliverables anticipated to come out of the RTP Activities task is an update to the Plan (2045 RTP). As part of this process, staff will work with regional partners through the interagency consultation process to ensure that the 2045 RTP conforms to all applicable State Implementation Plans (SIPs) and the Clean Air Act (CAA). Should the need arise to amend the current 2040 RTP, staff will work with the interagency consultation group to ensure conformity on any proposed amendments as well.

The RTC also partners with the Washoe County Health District in community outreach and education programs to promote public health through active transportation, including Nevada Moves Day, the annual Washoe County Healthy Community Forum, and Bike to Work, School and Fun Month.

DRAFT

5.0 WORK ELEMENTS AND TASK DESCRIPTIONS

This section describes the six major elements and the tasks within those elements. Except as otherwise noted the RTC is the administrator of each of the tasks.

WORK ELEMENT: 1.0 ADMINISTRATION

PREVIOUS AND ONGOING WORK

The tasks in this work element cover activities related to the overall administration of RTC's transportation planning program. All tasks are annual or ongoing activities undertaken to maintain compliance with federal/state regulations, organize and manage Planning Department activities and improve staff skills.

This element also funds the reproduction and distribution of the many required planning documents including the RTIP, RTP, UPWP, Public Participation Plan, and other documents mandated by the FAST Act. In addition, this work element funds the continuing, comprehensive, and cooperative planning and public involvement process required by the FAST Act, including publication of public notices and providing support to the RTC advisory committees.

In the FY 2018 – FY 2019 timeframe, major accomplishments in this element included:

1. Completion of the FY 2018 and FY 2019 budget objectives and task schedule
2. Completion of the FY 2018 – FY 2019 UPWP
3. Ongoing production of agendas, agenda materials and organizing meetings of the RTC advisory committees
4. Training and conference attendance that have enhanced staff's knowledge of new Geographic Information System (GIS) applications, travel demand forecasting, microsimulation programs, safety analysis, and multimodal transportation planning
5. Continued participation in the Transportation Planning Advisory Committee (TPAC) and statewide planning efforts

RTC continues to work in coordination with local governments and state and federal transportation agencies to implement and accomplish planning programs. This occurs through the monthly meeting and review of the Technical Advisory Committee (TAC); monthly Planning Executive Group (PEG) and sub-group meetings with NDOT, FHWA, and the other Nevada MPOs; RTC staff participation with the TPAC; the Truckee Meadows Regional Planning Agency (TMRPA); technical advisory groups for specific projects and studies; and many other committees and groups.

TASKS

1.1 Administration/Continuing Planning

Task Elements

Perform general administrative functions concerning the transportation planning program including preparation of administrative reports, analyses, budgets, goals and objectives,

DRAFT

correspondence, documents, memos, etc. Also includes the time and materials used for the advertising, preparation and conducting of the public involvement activities including all RTC advisory committees and their subcommittees, the RTP Agency Working Group and any special committees convened to address regional transportation issues and other public meeting/involvement activities. Provide dues, subscriptions and professional memberships to organizations as appropriate.

Expected Products

- Monthly agendas for advisory committees and general administrative functions
- Miscellaneous reports, analyses, correspondence and memoranda

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$571,064
	Local	<u>\$30,056</u>
	TOTAL	\$601,120

1.2 Unified Planning Work Program

Task Elements

Prepare and process the quarterly reports for the FY 2020 – FY 2021 Unified Planning Work Program (UPWP) as well as year-end reports. Prepare and submit any necessary amendments to the UPWP. Prepare and adopt the FY 2022 – FY 2023 UPWP in cooperation with local, state and federal agencies.

Expected Products

- FY 2020 – FY 2021 UPWP quarterly and annual reports
- Amendments to the FY 2020 – FY 2021 UPWP as necessary
- An adopted FY 2022 – FY 2023 UPWP

Completion Date: June 2021 as well as ongoing task

Funding:	Federal PL Funds	\$10,707
	Local	<u>\$564</u>
	TOTAL	\$11,271

1.3 MPO Certification

Task Elements

This task includes preparing and maintaining documentation of all planning activities carried out by RTC for MPO certification by the Secretary of the U.S. Department of Transportation (USDOT) pursuant to MAP-21 and FAST Act requirements.

DRAFT

Expected Products

Support for MPO certification

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$14,277
	Local	<u>\$751</u>
	TOTAL	\$15,028

1.4 Statewide Planning

Task Elements

Participate in the statewide transportation planning process including attendance and participation in the TPAC and other project advisory committees, coordination on planning studies and data sharing efforts, involvement in the project selection process, input on safety improvements and other applicable activities.

Expected Products

Coordinated state planning process and documents

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$35,692
	Local	<u>\$1,879</u>
	TOTAL	\$37,571

1.5 Training

Task Elements

Facilitate and attend training courses and webinars related to multimodal transportation planning and safety as appropriate, including training on specific planning tools and programs such as TransCAD, VISSIM, GIS, etc. Maintain in-house library of transportation planning publications and other materials for use by RTC and local agency staff.

Expected Products

- Increased staff skill and knowledge levels
- Organized, up-to-date and functional library

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$64,245
	Local	<u>\$3,381</u>
	TOTAL	\$67,626

DRAFT

WORK ELEMENT: 2.0 DEVELOPMENT REVIEW

PREVIOUS AND ONGOING WORK

The Cities of Reno and Sparks and Washoe County solicit comments from RTC on all major residential, commercial, industrial and other proposed developments, particularly those of regional significance. RTC provides comments on the anticipated traffic impacts associated with the development and the need to provide right-of-way and improvements to serve all modes of travel per the RTIP and RTP. The information generated by this review process serves as an important input to the transportation planning process.

One of the most important products of the development review task is the identification of development impacts to long-range transportation improvements contained in the RTP. In particular, the development review process has identified right-of-way needs and allowed for corridor protection through building setbacks, project redesign and advance right-of-way acquisition, when appropriate. This process also allows RTC to identify and request accommodations for transit services and provide information on trip reduction opportunities where applicable.

TASKS

2.1 RTC Development Review and Meeting Attendance

Task Elements

Perform reviews of proposed developments to determine transportation impacts, recommend mitigation measures and comment to public agencies in a timely fashion. Represent RTC as the MPO at development-related meetings and provide supporting information to local commissions, boards, planning staffs and consultants regarding RTC comments.

Maintain a development review database containing information on project location, land-use, trip generation and RTC comments. Document the consistency of the population and employment impacts of approved projects in future year forecasts.

Expected Products

- Letters to the local jurisdictions containing RTC comments on proposed developments as necessary
- Current and continuously updated and accurate database for approved development

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$28,553
	Local	<u>\$1,503</u>
	TOTAL	\$30,056

DRAFT

WORK ELEMENT: 3.0 MULTIMODAL PLANNING AND PROGRAMMING

PREVIOUS AND ONGOING WORK

This work element encompasses RTC's multimodal planning and programming activities. During the FY 2018 – FY 2019 timeframe, the major activities under this task included amendments and administrative modifications to the FFY 2018-2022 RTIP and the 2040 RTP. Initial development of the FFY 2020-2024 RTIP also commenced. An update to the ADA Transition Plan was finalized and an updated Public Participation Plan was adopted on November 17, 2017, to reflect changes in federal legislation, current outreach procedures, and changes to the structure of RTC advisory committees.

TASKS

3.1 Regional Transportation Improvement Program (RTIP)

Task Elements

Maintain the MAP-21/FAST Act compliant FFY 2018-2022 RTIP through the transition to the FFY 2020-2024 RTIP. Include new transportation projects within the urbanized area proposed to use RTC and other local, state or federal funds and prepare and complete all necessary amendments and administrative modifications.

Expected Products

- Maintenance of the 2018-2022 RTIP through September 30, 2019 and development of the FFY 2020-2024 RTIP, which will be effective October 1, 2019
- Amendments and modifications to the RTIP as needed
- Initial development of the FFY 2022-2026 RTIP toward the end of the two-year UPWP

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$24,984
	Local	<u>\$1,315</u>
	TOTAL	\$26,299

3.4 Regional Transportation Plan (RTP) Activities

Task Elements

The 2040 RTP was adopted by the RTC Board on May 18, 2017, and Amendment 1 was approved on August 17, 2018. Work will begin to develop the 2045 RTP for a tentative adoption in the spring of 2021. However, this task will also include maintenance and any necessary amendments to the 2040 RTP until the 2045 Plan is adopted. Community outreach during the development of the 2045 RTP, as well as coordination with partner agencies and local governments, will be a significant aspect of this task. The Coordinated Human Services Transportation Plan will be developed in coordination with the 2045 RTP. This plan identifies the transportation needs of individuals with disabilities, older adults, and people with low

DRAFT

incomes, provides strategies for meeting these needs, and prioritizes transportation services for funding and implementation.

An update to the ADA Transition Plan was finalized during the FY 2018-2019 UPWP cycle and adoption of the plan is anticipated around the time of the new fiscal year. Development of the Electric Vehicle Infrastructure and Advanced Mobility Plan will be completed under this work program as well. The Electric Vehicle Infrastructure and Advanced Mobility Plan will examine the role of technology and shared mobility as transportation options continue to evolve in Washoe County. It will also look at what the region can do to prepare for these coming changes in order to provide for a more seamless transition to new modes of transportation.

Safety will also be a significant component to the RTP Activities task. RTC staff will continue to participate in Vision Zero Truckee Meadows to provide analysis and outreach in an ongoing effort to improve pedestrian safety. Potential focus areas include needs assessment of street lighting and identification of intersections on Regional Roads that present safety concerns for pedestrians. In addition, an evaluation of pedestrian connectivity and safety in industrial areas could also be an area of focus.

Potential freight-related sub-tasks might include evaluation of existing and proposed truck routes within the region and identification of proposed safety improvements at railroad grade crossings. It is anticipated that these sub-tasks would involve significant coordination with NDOT and the local jurisdictions.

Expected Products

- RTP amendments as needed throughout the year
- Development of the 2045 RTP
- Completed Electric Vehicle Infrastructure and Advanced Mobility Plan
- Pedestrian safety outreach and analysis

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$535,137
	Local	<u>\$28,165</u>
	TOTAL	\$563,302

3.5 Congestion Management Process

Task Elements

An updated congestion management process will be developed to reflect the guiding principles, goals, and project evaluation factors in the 2045 RTP. This process includes safety, alternative mode capacity, operational improvements, land use compatibility, and community input as factors in the CMP.

The CMP will be used for new projects that are suggested for incorporation into the RTP. The CMP will be instrumental in any future updates to the RTP as well.

DRAFT

Expected Products

CMP evaluation of proposed projects for the 2045 RTP

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$2,141
	Local	<u>\$113</u>
	TOTAL	\$2,254

3.10 Public Participation Plan Development/Update

Task Elements

The RTC Board adopted an updated Public Participation Plan on November 17, 2017, to reflect changes in federal legislation, current outreach procedures, and changes to the structure of RTC advisory committees. This is an ongoing task to ensure that the public participation plan is in compliance with federal regulations and that the agency is making the best use of all the available methods to engage the public in the planning process.

Expected Products

Maintenance of the Public Participation Plan

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$2,141
	Local	<u>\$113</u>
	TOTAL	\$2,254

3.11 Community Involvement Planning

Task Elements

RTC will continue to build on the community outreach activities including those related to planning studies, visioning, and other regional transportation planning issues. This task includes development of outreach and presentation materials. The RTC has also taken a lead role in the Vision Zero Truckee Meadows Coalition and will continue to help facilitate data sharing and outreach to support the goals of this community partnership.

Expected Products

Outreach activities

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$53,537
	Local	<u>\$2,818</u>
	TOTAL	\$56,355

DRAFT

3.13 Corridor and Area Planning

Task Elements

During the previous UPWP cycle, three corridor/area studies were initiated: the South Meadows Region Multimodal Transportation Study, the University Area Transportation Study, and the Eagle Canyon Extension Corridor Study. These studies will be completed under this UPWP. The RTC will also continue to collaborate with NDOT on their analysis of freeway and interchange improvements as they interface with the Regional Road network.

Corridor/area studies specific to this UPWP are listed below. However, activities for the FY 2020 – FY 2021 UPWP also include any special planning analyses/corridor studies to further overall regional goals and objectives as needed.

- **South Meadows Region Multimodal Transportation Study:** The study will focus on traffic operations analysis and improvements, safety improvements, pedestrian and bicycle connectivity and transit service needs. The study is generally located in the South Meadows area in Reno and Washoe County, and will analyze the projected growth in the area.
- **Eagle Canyon Extension Alignment Alternatives and Planning and Environmental Linkages (PEL) Study:** Through the North Valleys Region Multimodal Transportation Study, staff received input during public outreach suggesting development of a North Valleys Connector project that would provide a direct connection between the North Valleys and Spanish Springs. The potential alignment includes sections of Eagle Canyon Road and unimproved Hungry Valley Road, which is located within the Reno-Sparks Indian Colony. This study will examine the feasibility of the alignment, potential funding sources to implement improvements, and the forecasted land use and traffic impacts within the corridor. It will assess necessary multimodal improvements up to and including the existing Eagle Canyon Road through its terminus at Pyramid Highway.
- **University Area Transportation Study:** This study will evaluate multimodal transportation and roadway operations in the area surrounding and within the University of Nevada Reno (UNR) campus. This study will take into account the current and future development plans slated to occur on or near the UNR campus in the coming years and will identify needed connectivity, safety, and access improvements for alternative transportation modes on regional roads.

Expected Products

- South Meadows Region Multimodal Transportation Study
- Eagle Canyon Corridor Study
- University Area Transportation Study
- Various special planning analyses/corridor studies as needed

Completion Date: Ongoing task

DRAFT

Funding:	Federal PL Funds	\$381,287
	Local	<u>\$120,068</u>
	TOTAL	\$501,355

WORK ELEMENT: 4.0 STREET AND HIGHWAY PLANNING

PREVIOUS AND ONGOING WORK

The Regional Transportation Plan provides the basis for future development of Washoe County's transportation system. Major activities during the previous UPWP included:

- The Washoe County Regional Travel Characteristics Study was completed which provided household and travel behavior data used to inform the travel demand model for more accurate model results.
- The full conversion to a TransCAD regional travel demand model and upgrade was completed.
- The Center Street Bicycle Facility Alternatives Analysis was completed as part of the Data Collection and Analysis program.
- Continued development of RTC's Geographic Information System (GIS) capability, including the production of several online interactive maps to provide transparent and up-to-date information to the public.
- Continued coordination of traffic counts and forecasts as needed to support other RTC, NDOT and local government activities.

TASKS

4.1 Regional Road Impact Fee (RRIF) Activities

Task Elements

Conduct planning work (from the MPO perspective) associated with the update and maintenance of the RRIF program in cooperation with local government agencies and the RRIF Technical Advisory Committee. Tasks will include planning work necessary to update socioeconomic data, provide travel forecasts for alternative time frames and alternative capacity improvement solutions.

Expected Products

- Continued review of the RRIF
- Continuous update of socioeconomic data and provision of travel forecasts

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$2,856
	Local	<u>\$150</u>
	TOTAL	\$3,006

DRAFT

4.2 Geographic Information System (GIS) Management

Task Elements

Maintain and continue to refine network files, traffic analysis zone structures and other GIS files necessary to support a variety of RTC planning needs. Frequent analysis of socioeconomic, transportation, safety, land use, and environmental data as part of the planning process. Analyses will be conducted for planning-level alternatives developed for long-range and/or corridor studies. Products such as interactive mapping will be developed to provide transparent and up-to-date project information to the public.

Expected Products

GIS products adequate to support ongoing RTC planning activities

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$107,075
	Local	<u>\$5,636</u>
	TOTAL	\$112,711

4.3 Traffic Forecasting

Task Elements

Provide traffic forecasts as requested at system and corridor level for the RTIP, RTP and other planning projects to further overall regional goals and objectives. Respond to travel forecast requests from NDOT, regional and local governments, and the public that are at a planning level analysis and not otherwise identified as part of regional or corridor analyses.

Expected Products:

Traffic forecasts and projections as requested

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$21,415
	Local	<u>\$1,127</u>
	TOTAL	\$22,542

4.18 RTC Traffic Model Upgrade/Conversion to TransCAD

Task Elements

The travel demand model will continue to be refined based on data collection and calibration efforts as well as necessary software requirements. The RTC integrates land use data for the region into the travel demand forecasting model that assists in the identification of current and future transportation needs through the shared work program with the Truckee Meadows Regional Planning Agency (TMRPA). RTC will collaborate with TMRPA in the development of

DRAFT

the 2020 Consensus Forecasts, which will inform the travel demand model. RTC will also model various land use scenarios based on collaboration with TMRPA for this effort.

The current RTC travel demand model was built on an older version of TransCAD and is not compatible with other TransCAD versions. The model also only runs on an older operating system. RTC will conduct a model update and the model scripts and structure will be modified so that the model works with the latest TransCAD 8 and Windows 10 operating system. The project will also include tasks such as refining formats of some output reports and producing MOVES air quality model inputs.

Expected Products

- Continued refinement of the travel demand model
- Integration of the disaggregated 2020 Consensus Forecasts into the travel demand model
- Scenario planning analysis

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$134,287
	Local	<u>\$7,068</u>
	TOTAL	\$141,355

4.27 Truckee Meadows Regional Planning Agency (TMRPA) Shared Services

Task Elements

This task will provide shared staff resources and expertise between the RTC and TMRPA for MPO activities. The core areas of this shared program delivery under the UPWP include GIS analysis, data collection, online data access, and development of the 2020 Consensus Forecasts. TMRPA will also work with RTC to forecast the traffic impacts of various development scenarios.

Expected Products

Expected products will include shared GIS data resources, collaborative public outreach materials and events, and analytical staff reports on various planning topics.

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$151,806
	Local	<u>\$7,990</u>
	TOTAL	\$159,796

DRAFT

4.31 Data Collection and Analysis Program

Task Elements

This task includes data collection related to safety, regional bicycle and pedestrian counts, traffic calming treatments, and other transportation infrastructure data as needed. Analysis of mode share by auto, transit, bicycle, and pedestrian will be conducted. This program will support monitoring of transportation performance measures included in the 2040 RTP and those to be included in the updated plan.

Expected Products

Creation and maintenance of GIS data, updated multimodal count database, and analysis for the performance measures identified in the annual report.

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$165,069
	Local	<u>\$8,688</u>
	TOTAL	\$173,757

WORK ELEMENT: 5.0 PUBLIC TRANSPORTATION PLANNING

PREVIOUS AND ONGOING WORK

The Transit Asset Management (TAM) Plan was completed under the previous UPWP. Additionally, the Affordable Housing Study was initiated to determine potential locations for the development of affordable housing near higher-ridership transit routes to better facilitate a jobs-housing balance in the region, and will be completed under this UPWP. Continued analysis of transit route performance will also occur throughout this UPWP cycle to maximize system efficiency.

TASKS

5.2 Transit Planning

Task Elements

This task will include transit planning related to bus route analysis and modifications, bus stop facilities and amenities, bus maintenance facilities, transit fleet monitoring and implementation of electric vehicle technology, and monitoring of transit performance measures.

The RTC will continue to monitor and update the Transit Asset Management (TAM) Plan as needs and priorities change. TAM plans are required of all agencies that own, operate, or manage capital assets used to provide public transportation and receive federal financial assistance. In addition, the RTC will develop a Public Transportation Agency Safety Plan (PTASP), which is required for agencies that receive FTA Urbanized Area Formula Grants

DRAFT

(Section 5307 funds). The RTC must certify a safety plan is in place meeting all requirements by July 20, 2020. The plan must be updated and certified by the transit agency annually.

One of the performance targets identified in the current RTP is to operate a 100% fully electric, zero emission fixed route transit fleet (RTC RIDE) by 2040. The RTC is well underway in working toward accomplishing this goal. However, technology in this industry is rapidly changing and one of the projects identified for this task is to develop an Electric Rate Structure Study and Charging Infrastructure Plan to guide the transition toward this goal.

Additionally, the RTC will conduct a site suitability study for the relocation of the current Meadowood Mall transfer facility. There is a need to find a new location for this important transfer point, and this study will take into account the logistical needs of the existing RIDE service as well as the footprint necessary to support continuing operations.

As customer needs and demand for the fixed route transit service continue to change, the RTC will administer an on-board rider survey to better assess potential service efficiencies and gauge passenger satisfaction.

Expected Products

- Monthly transit system operations reports and sections of the annual report related to performance measures
- Completion of the Affordable Housing Study
- Continued maintenance of the Transit Asset Management Plan and development of the Public Transportation Agency Safety Plan
- Development of the Electric Rate Structure Study and Charging Infrastructure Plan
- Meadowood Mall Transfer Relocation Study
- RTC RIDE On-Board Rider Survey

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$386,037
	Local	<u>\$20,318</u>
	TOTAL	\$406,355

WORK ELEMENT: 6.0 AIR QUALITY PLANNING

PREVIOUS AND ONGOING WORK

During the previous UPWP, the RTC continued participation in the air quality interagency consultation group comprised of various agencies including Washoe County Health District — Air Quality Management Division (WCHD-AQMD) and the Nevada Department of Environmental Protection (NDEP) in order to meet the Transportation Conformity requirements for Amendment 1 to the 2040 RTP.

Staff will continue to participate in planning activities that seek to improve Washoe County's attainment/maintenance status for PM₁₀ and CO.

DRAFT

TASKS

6.1 Air Quality Modeling/Analysis

Task Elements

Perform transportation monitoring and analysis required as part of the Washoe County Transportation Conformity Plan. This task will include, as needed, analysis of alternate base years and mobile source measures proposed for inclusion in local air quality plans. Updated air quality analysis for the 2045 RTP project listing.

Continue to attend meetings and monitor activities of the WCHD-AQMD and other organizations dealing with air quality issues. The interagency consultation group meets on a quarterly basis.

Expected Products

- Continued participation in the conformity process established in the Washoe County Transportation Conformity Plan
- Air quality analysis for the 2045 RTP project listing and any proposed analyses as needed under the current RTP.

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$7,138
	Local	<u>\$376</u>
	TOTAL	\$7,514

6.2 CMAQ Evaluation Planning

Task Elements

Continue to conduct planning-level emission reduction calculations and cost benefit analyses for CMAQ projects. Prepare the annual CMAQ reporting submittal which is used as the basis for reporting performance targets under the MAP-21 Performance Management program. Update the CMAQ project selection procedure as necessary.

Expected Products

- CMAQ planning-level emission reduction calculations and cost benefit analysis
- Annual CMAQ report and updated performance targets
- Update of CMAQ project selection procedures documentation as necessary

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$3,569
	Local	<u>\$188</u>
	TOTAL	\$3,757

DRAFT

6.3 RTIP/RTP Conformity Analyses

Task Elements

Prepare updated conformity analyses of RTC plans and programs as required to comply with Clean Air Act mandates and guidelines. Conformity analyses will encompass the non-attainment area appropriate for each pollutant.

Expected Products

Continue to perform conformity analyses, as needed, for the RTP and the RTIP

Completion Date: Ongoing task

Funding:	Federal PL Funds	\$2,499
	Local	<u>\$131</u>
	TOTAL	\$2,630

TABLE 3
FY 2020-2021 UNIFIED PLANNING WORK PROGRAM

Totals may vary slightly due to rounding

WORK ELEMENT	TASK	STAFF HOURS	% HOURS	COSTS			FUNDING SOURCES						
				STAFF	CONSULT	TOTAL	Federal PL FUNDS	Local MATCH*	RTC Fuel TAX	RTC Sales TAX	TOTAL LOCAL	TOTAL	
1.0	ADMINISTRATION												
	1.1 Administration/Continuing Planning	8,000	38.5%	\$601,120	\$0	\$601,120	\$571,064	\$30,056	\$30,056	\$0	\$30,056	\$601,120	\$601,120
	1.2 Unified Planning Work Program	150	0.7%	\$11,271	\$0	\$11,271	\$10,707	\$564	\$564	\$0	\$564	\$11,271	\$11,271
	1.3 MPO Certification	200	1.0%	\$15,028	\$0	\$15,028	\$14,277	\$751	\$751	\$0	\$751	\$15,028	\$15,028
	1.4 Statewide Planning	500	2.4%	\$37,570	\$0	\$37,570	\$35,692	\$1,879	\$1,879	\$0	\$1,879	\$37,571	\$37,571
	1.5 Training	900	4.3%	\$67,626	\$0	\$67,626	\$64,245	\$3,381	\$3,381	\$0	\$3,381	\$67,626	\$67,626
	Subtotal:	9,750	46.9%	\$732,615	\$0	\$732,615	\$695,984	\$36,631	\$36,631	\$0	\$36,631	\$732,615	\$732,615
2.0	DEVELOPMENT REVIEW												
	2.1 RTC Development Review & Meeting Attendance	400	1.9%	\$30,056	\$0	\$30,056	\$28,553	\$1,503	\$1,503	\$0	\$1,503	\$30,056	\$30,056
	Subtotal:	400	1.9%	\$30,056	\$0	\$30,056	\$28,553	\$1,503	\$1,503	\$0	\$1,503	\$30,056	\$30,056
3.0	MULTI-MODAL PLANNING & PROGRAMMING												
	3.1 Regional Transportation Improvement Program	350	1.7%	\$26,299	\$0	\$26,299	\$24,984	\$1,315	\$1,315	\$0	\$1,315	\$26,299	\$26,299
	3.4 Regional Transportation Plan (RTP) Activities	4,835	23.2%	\$363,302	\$200,000	\$563,302	\$535,137	\$28,165	\$28,165	\$0	\$28,165	\$563,302	\$563,302
	3.5 Congestion Management Process	30	0.1%	\$2,254	\$0	\$2,254	\$2,141	\$113	\$113	\$0	\$113	\$2,254	\$2,254
	3.10 Public Participation Plan Development	30	0.1%	\$2,254	\$0	\$2,254	\$2,141	\$113	\$113	\$0	\$113	\$2,254	\$2,254
	3.11 Community Involvement Planning	750	3.6%	\$56,355	\$0	\$56,355	\$53,537	\$2,818	\$2,818	\$0	\$2,818	\$56,355	\$56,355
	3.13 Corridor and Area Planning	750	3.6%	\$56,355	\$445,000	\$501,355	\$381,287	\$20,068	\$120,068	\$0	\$120,068	\$501,355	\$501,355
	Subtotal:	6,745	32.4%	\$506,819	\$645,000	\$1,151,819	\$999,228	\$52,592	\$152,592	\$0	\$152,592	\$1,151,820	\$1,151,820
4.0	STREET AND HIGHWAY PLANNING												
	4.1 Regional Road Impact Fee Activities	40	0.2%	\$3,006	\$0	\$3,006	\$2,856	\$150	\$150	\$0	\$150	\$3,006	\$3,006
	4.2 Geographic Information System (GIS) Mgt.	1,500	7.2%	\$112,710	\$0	\$112,710	\$107,075	\$5,636	\$5,636	\$0	\$5,636	\$112,711	\$112,711
	4.3 Traffic Forecasting	300	1.4%	\$22,542	\$0	\$22,542	\$21,415	\$1,127	\$1,127	\$0	\$1,127	\$22,542	\$22,542
	4.18 RTC Traffic Model Upgrade/Conversion to TransCAD	750	3.6%	\$56,355	\$85,000	\$141,355	\$134,287	\$7,068	\$7,068	\$0	\$7,068	\$141,355	\$141,355
	4.27 TMRPA Shared Services	330	1.6%	\$24,796	\$135,000	\$159,796	\$151,806	\$7,990	\$7,990	\$0	\$7,990	\$159,796	\$159,796
	4.31 Data Collection and Analysis Program	50	0.2%	\$3,757	\$170,000	\$173,757	\$165,069	\$8,688	\$8,688	\$0	\$8,688	\$173,757	\$173,757
	Subtotal:	2,970	14.3%	\$223,166	\$390,000	\$613,166	\$582,508	\$30,659	\$30,659	\$0	\$30,659	\$613,167	\$613,167
5.0	PUBLIC TRANSPORTATION												
	5.2 Transit Planning	750	3.6%	\$56,355	\$350,000	\$406,355	\$386,037	\$20,318	\$0	\$20,318	\$20,318	\$406,355	\$406,355
	Subtotal:	750	3.6%	\$56,355	\$350,000	\$406,355	\$386,037	\$20,318	\$0	\$20,318	\$20,318	\$406,355	\$406,355
6.0	AIR QUALITY PLANNING												
	6.1 Air Quality Modeling/Analysis	100	0.5%	\$7,514	\$0	\$7,514	\$7,138	\$376	\$376	\$0	\$376	\$7,514	\$7,514
	6.2 CMAQ Planning	50	0.2%	\$3,757	\$0	\$3,757	\$3,569	\$188	\$188	\$0	\$188	\$3,757	\$3,757
	6.3 RTIP/RTP Conformity Analysis	35	0.2%	\$2,630	\$0	\$2,630	\$2,499	\$132	\$132	\$0	\$132	\$2,630	\$2,630
	Subtotal:	185	0.9%	\$13,901	\$0	\$13,901	\$13,206	\$695	\$695	\$0	\$695	\$13,901	\$13,901
FY 2020-2021 Anticipated Funding		\$2,710,000											
Totals		20,800	100%	\$1,562,912	\$1,385,000	\$2,947,912	\$2,705,516	\$142,398	\$222,080	\$20,318	\$242,398	\$2,947,914	\$2,947,914

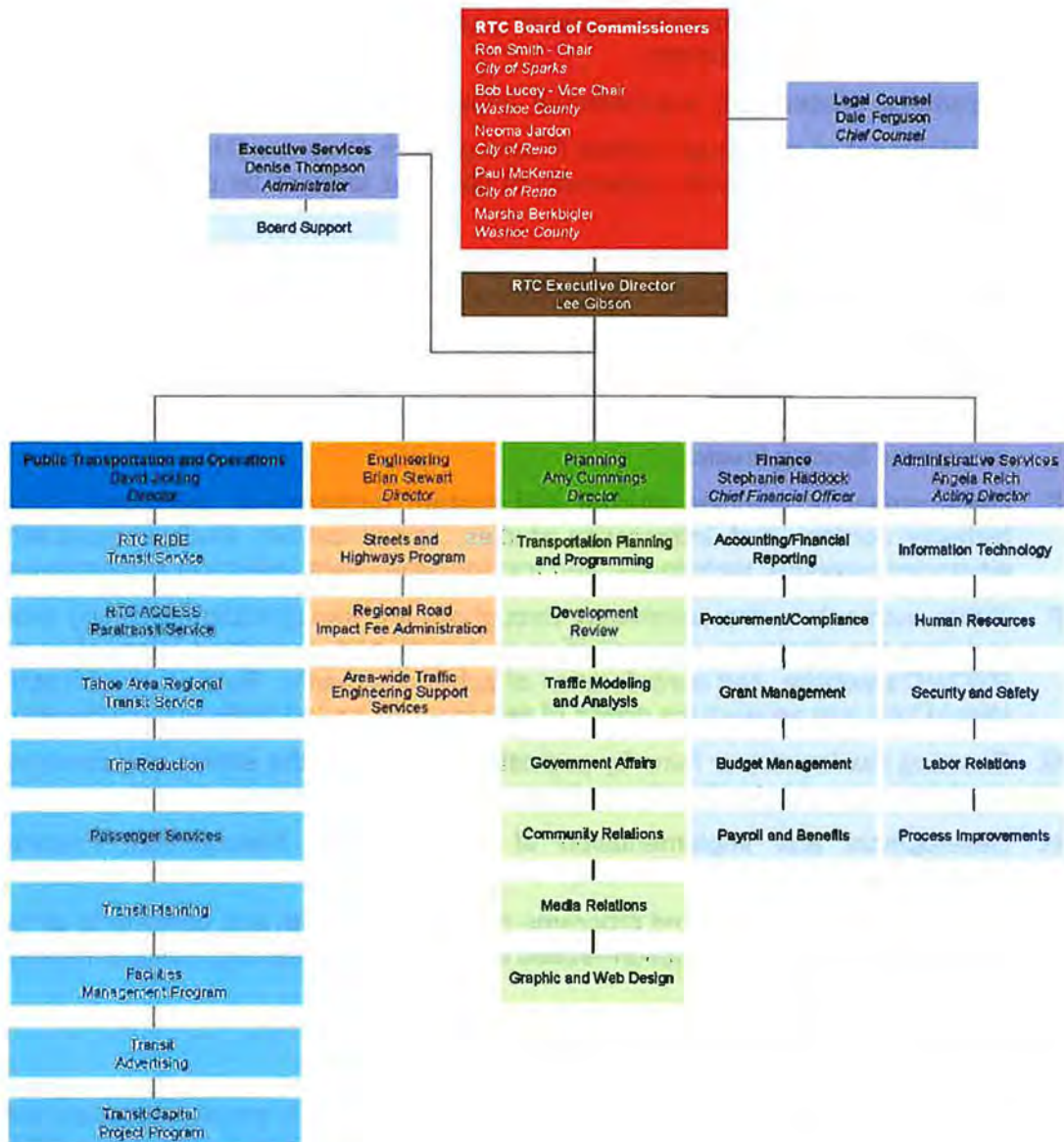
*Local match is either RTC fuel tax or sales tax funds

DRAFT

APPENDIX A

REGIONAL TRANSPORTATION COMMISSION

ORGANIZATIONAL CHART



DRAFT

APPENDIX B NDOT/RTC Roles and Responsibilities

The purpose of this statement is to outline the roles and responsibilities of the Nevada Department of Transportation (NDOT) and the Regional Transportation Commission of Washoe County (RTCWC), as required by 23 CFR Sec.450.314 and is incorporated in the Unified Planning Work Program per 23 CFR 450.314.

I. General Roles & Responsibilities

RTCWC will perform the transportation planning process for Washoe County and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance.

The transportation process will, at a minimum, consist of:

- A. Development of an annual Unified Planning Work Program (UPWP) that lists and describes all transportation planning studies and tasks to be completed during the year.
- B. Development and update of a long range, multi-modal metropolitan transportation plan, known as the Regional Transportation Plan (RTP).
- C. Development and maintenance of a short-range transportation improvement program (TIP).
- D. Financial planning to ensure plans and programs are fiscally constrained within anticipated funding levels.
- E. Development of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
- F. Public outreach to the community throughout the transportation planning process, including the electronic dissemination of reports and supporting information on the RTCWC's website, and consideration of public comments. Public outreach activities should take into account the needs of persons with limited proficiency in English.
- G. Ensuring low income or minority populations, including the elderly and persons with disabilities are not significantly or disproportionately impacted.
- H. Development and implementation of a Congestion Management Process as appropriate.
- I. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

II. The Regional Transportation Plan (RTP)

The RTP will be prepared and compiled through a cooperative process between federal agencies, the Nevada Department of Transportation, RTCWC (including RTCWC in its capacity as the provider of public transportation), the Washoe County

DRAFT

Health District-Air Quality Management Division (WCHD-AQMD), and the local city and county governments in the region.

Responsibilities of the Regional Transportation Commission

- A. The RTCWC will be responsible for preparing and developing the Regional Transportation Plan (20-25 year). The RTP will be converted into a format that will allow it to be downloaded from the internet.
- B. The RTCWC may develop an executive summary report for the region that includes the key issues facing the area and identifies priority programs and projects.
- C. The RTCWC will provide opportunities for the public and other interested parties to provide input during the development of the Regional Transportation Plan, in accordance with the Public Participation Plan. The draft of each update to the RTP will be made available for public and agency review and comment. Prior to taking formal action on the Plan or Plan update, the RTCWC Board will be informed of the extent and nature of comments received and the response to such comments.
- D. The RTCWC will, in cooperation with NDOT, develop estimates of future inflation to be used to convert project costs and revenues to a "year of expenditure" basis.
- E. The RTCWC will coordinate with the WCHD-AQMD to assess air quality impacts and conduct the regional emissions assessment of the RTP.
- F. The RTCWC, acting as the transit agency for Washoe County, will ensure the RTP includes information on local bus capital projects that are consistent with the transit capital program. The RTP will also identify future bus needs and services, including new routes, service expansion, vehicle needs, and operating financial needs.
- G. The RTCWC will prepare an estimate of local and regional revenues available for debt service, street and highway routine maintenance and operations, system preservation and highway modernization, facilities, transit and other infrastructure and overhead cost and reserves to be expended on transportation projects in Washoe County over the 20-25 year time frame of the plan.

Responsibilities of the Nevada Department of Transportation

- A. The Nevada Department of Transportation (NDOT) will provide the following information and data in support of developing the RTP:
 1. An estimate of federal funds expected to be available over the 20-25 year time frame of the plan for highway and transit programs. This estimate of funds will be provided at a time mutually agreed upon by the RTCWC and NDOT so that the fiscal limits of the RTP can be determined before project prioritization begins.
 2. A list of projects in Washoe County, developed in cooperation with the RTCWC, to be undertaken by NDOT over the 20-25 year time frame of the plan using Federal program funds reserved in the State for use anywhere in the State. The state's regionally significant project list will be provided at a time mutually agreed upon by the RTCWC and NDOT so that air quality conformity analysis can be performed at the appropriate time in the course of the RTP's development.

DRAFT

3. A list of projects in Washoe County for which funds have been earmarked or otherwise designated in federal transportation legislation.
 4. An estimate of state funds expected to be expended on transportation projects in Washoe County over the 20-25 year time frame of the plan. In the interests of public information, and to assist the RTCWC in demonstrating the fiscal feasibility of the Plan, NDOT will also provide information as to how these expenditures relate to the state transportation revenues available after allowing for the cost of maintenance, operations, debt service, administration and other calls on these fund sources.
 5. Traffic count data and other performance indicators for state roads in the Region.
- B. For those federal program funds intended to be distributed between various entities or regions within the State, NDOT will either provide the basis for the allocation between areas as defined by Law, or will work cooperatively with the RTCWC and other jurisdictions to establish mutually agreed formulae for the allocation between areas of such funds for forecasting and financial planning purposes.

NDOT will provide information on projects to be undertaken in Washoe County using transit or other federal program funds allocated to non-urbanized areas of the State, and will consult with the RTCWC on the basis for selecting such projects.

III. Transportation Improvement Program (TIP)

The TIP will be prepared and compiled through a cooperative process between federal agencies, NDOT, the RTCWC (including the RTCWC in its capacity as the provider of public transportation), and the local city and county governments in the region.

Responsibilities of the Regional Transportation Commission

- A. The RTCWC will be responsible for preparing and developing the Transportation Improvement Program (5 year) for the region. The TIP will be converted into a format that will allow it to be downloaded from the internet. The RTCWC will maintain the TIP by tracking changes to projects (schedule, scope and cost) made through the amendments and administrative action process. The TIP will include an estimate of anticipated local funds to be expended on all projects identified in the TIP.
- B. The RTCWC, in consultation with NDOT and local city and county governments, shall develop the list of locally-sponsored transportation projects to be included in the TIP.
 1. In the case of the Congestion Mitigation and Air Quality Program (or successor program of similar intent), the RTCWC shall follow the Transportation Conformity Plan process and consult with the WCHD-AQMD and other agencies as appropriate in the development of the list of projects to be included in the TIP.
 2. In the case of the Transportation Alternatives Program (or successor program of similar intent), the RTCWC shall also consult with all eligible project sponsors in the development of the list of projects to be included in the TIP.

DRAFT

- C. The RTCWC, as the provider of public transportation services, shall develop the list of transit projects to be included in the TIP.
 - 1. In the urbanized area, the RTCWC shall consult with not-for-profit agencies and other providers of specialized transportation and human services, in accordance with the Coordinated Public Transit-Human Services Plan.
 - 2. For non-urbanized area transit programs, the RTCWC shall consult with NDOT and other providers of transportation services to the non-urbanized parts of the region.
- D. The RTCWC will develop an estimate of anticipated local funds to be expended on transit projects identified in the TIP. In the interests of public information and to assist in demonstrating the fiscal feasibility of the TIP, the RTCWC will also document how these expenditures relate to the local revenues available for transit after allowing for the cost of maintenance, operations, debt service, administration and other calls on these fund sources.
- E. The RTCWC will provide information on proposed TIP amendments and administrative modifications relating to projects sponsored by the RTCWC or local entities. Amendments and administrative modifications will include a project description that provides sufficient detail to explain the proposed changes to the RTCWC board, as well as a justification for the change.

Responsibilities of the Nevada Department of Transportation

- A. NDOT will prepare an initial list of NDOT-sponsored projects to be included in each new TIP. This list will be based on the current TIP and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
- B. NDOT will provide information on proposed TIP amendments and modifications relating to projects sponsored by NDOT. Amendments will include a project description that provides sufficient detail to allow the proposed changes to be explained to the RTCWC Board, as well as a justification for the change.
- C. NDOT will provide a list of projects obligated during the federal fiscal year at the end of each program year. The annual list of obligated projects should include both highway and transit projects and should identify the fund source and the amount obligated in accordance with 23 CFR 450.332.
- D. NDOT will provide, for each federal fund source, the revenues available (including both unobligated funds carried forward from prior years and the amount appropriated during the fiscal year), the total amount obligated, any other deductions and the balance of funds remaining at the end of the fiscal year.

IV. Statewide Transportation Improvement Program (STIP)

- A. NDOT will develop a four-year STIP including projects in the areas of each MPO and in the rural regions of the State and will be responsible for securing the approval of the STIP by the United States Department of Transportation.
- B. The TIP, as developed by the RTCWC, will be incorporated into the STIP without change, directly or by reference.

DRAFT

- C. NDOT, in consultation with the RTCWC and the other MPOs in the State, shall develop procedures for the modification and amendment of the STIP. NDOT shall be responsible for notifying the RTCWC of the effective date of modifications and the approval date of amendments.

V. Public Transportation Planning

- A. The RTCWC, acting as the transit agency for the Region, will ensure the RTP and TIP include all transit projects (both capital and operating) that are funded by Federal program funds.
- B. The RTCWC will consult with NDOT to ensure the RTP and TIP include information on transit projects in the non-urbanized parts of the region that are funded by Federal program funds.
- C. The RTCWC will include in the RTP information on the transit system and will outline the objectives of the RTCWC in respect of the various types and modes of public transportation in the region.

VI. Air Quality Planning

- A. The preparation of a new or revised RTP will be coordinated with the State Air Quality Implementation Plan (SIP) and the transportation demand and system management (TDM/TSM) measures.
- B. In accordance with the Clean Air Act and the U.S. EPA's conformity regulations (40 C.F.R. Part 51), the RTCWC, acting as the MPO, makes an air quality conformity determination on any new or revised RTP prior to Plan approval. Any such new or revised RTP is also provided to the FHWA and the FTA with a request that these federal agencies approve the conformity finding.

VII. Public Participation Program

- A. The RTCWC will develop and maintain a Public Participation Plan that sets out the procedures to include the public and interested parties in the development of the Regional Transportation Plan and Transportation Improvement Program and other parts of the planning process, to seek public input and comment, and to inform decision makers of the extent and nature of comments received and the response to such comments
- B. The RTCWC will review, evaluate, and update its public participation plan at least every four years.
- C. The RTCWC will maintain a list of interested organizations and individuals who will receive notices of MPO plans, programs and projects.
- D. The RTCWC will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden.
- E. The RTCWC will maintain its website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries,

DRAFT

converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

VIII. Fiscal/Financial Planning

- A. NDOT will provide the RTCWC with up-to-date fiscal and financial information and projections on the statewide and regional transportation improvement programs to the extent practicable.
- B. This will include anticipated federal funding resources by federal aid category by year for the four years covered by the TIP and by five-yearly intervals for the 20-25 year time frame of the RTP for the inclusion in the TIP and RTP financial charts.
- C. For each federal program for which funds are sub-allocated to Washoe County, NDOT will provide an annual statement identifying:
 - 1. Unobligated funds brought forward from the previous year;
 - 2. Funds appropriated during the year;
 - 3. Fund obligated during the year and any adjustments thereto;
 - 4. Unobligated funds balance.
- D. For each federal transit program for which funds are allocated to Washoe County, the RTCWC will provide an annual statement identifying:
 - 1. Unobligated funds brought forward from the previous year;
 - 2. Funds appropriated during the year;
 - 3. Funds obligated during the year and any adjustments thereto;
 - 4. Unobligated funds balance.
- E. NDOT will notify the RTCWC when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP amendment and administrative action process.

IX. Performance Measurement and the Management of Congestion

- A. In developing the RTP and TIP, RTCWC will incorporate the national goals, measures and standards of system performance established under the provisions of MAP-21.
- B. RTCWC will coordinate with NDOT in the establishment of multimodal transportation system performance targets for the region. These will reflect national goals and standards as applied to the circumstances and priorities of the region.
- C. RTCWC will cooperate with NDOT to collect data and conduct system performance monitoring. RTCWC will report on progress towards meeting system performance targets as part of the biennial development of major TIP updates and will assist NDOT as needed in meeting state reporting requirements under MAP-21.
- D. To address the national goal of reducing congestion, RTCWC will gather and analyze data to define the extent and duration of congestion in the region, to identify the causes of congestion and to identify congestion management strategies.
- E. As part of the Congestion Management Process (CMP), the RTCWC will develop implementation activities in coordination with NDOT to address congestion and other performance issues, and will include priority projects in the RTP and TIP.

DRAFT

Amendments to this Document

This Statement on Transportation Planning may be amended from time to time to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

Effective Date

This Statement will be effective after it has been endorsed by the RTCWC as part of the UPWP, and as soon as that UPWP has been approved by NDOT and the relevant Federal transportation agencies.

No Limitation on Statutory Authority

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Nevada law, federal law, local ordinance, or interlocal agreement.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 7.2

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP, LEED AP
Director of Planning



Lee G. Gibson, AICP
Executive Director

SUBJECT: Vision Zero Task Force of the Truckee Meadows Update

RECOMMENDATION

Receive a report on the Vision Zero Task Force of the Truckee Meadows.

SUMMARY

Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all. Cities that have implemented Vision Zero have shared data showing a drop in fatalities and injuries, and an increase in livability, mobility, physical activity, and economic revitalization.

Vision Zero views traffic deaths and severe injuries as preventable and focuses attention on the shortcomings of the transportation system including the built environment, policies, and technologies that influence behavior. Vision Zero distinguishes itself from the traditional approach to traffic safety creating a shared responsibility between the system designers, enforcement and individual road users since there are no assumptions that road users will use the roads as they were designed. This paradigm shift in addressing roadway safety is a systemic approach as the responsibility moves to evaluate the transportation systems, laws, and policies. If safety problems persist, then the system designers evaluate further measures to promote safety. Keeping people safe on our streets, sidewalks and bikeways will take real change and commitment.

The Vision Zero Task Force of the Truckee Meadows was established in October 2017 and has established the following mission statement:

Northern Nevadans, with the support of elected leaders, have made a commitment to take action to bring the number of fatalities on our roadways to zero. We will make equitable, data-driven, and transparent decisions to improve safety throughout our community. By partnering together to make roads and sidewalks safe for pedestrians, we make our roads safer for everyone. We will actively implement measures proven to reduce serious injuries and fatalities. Through collaboration we will make our community a safe and healthy place, no matter where you go or how you get there.

The community task force members include:

- City of Reno
- City of Sparks
- Federal Highway Administration
- Nevada Department of Transportation
- Nevada Department of Public Safety
- Nevada Highway Patrol
- Office of Traffic Safety
- Regional Emergency Medical Services Authority
- Regional Transportation Commission of Washoe County
- University of Nevada, Las Vegas Vulnerable Road Users Project
- University of Nevada, Reno
- Washoe County Health District, Air Quality Department
- Washoe County School District, Safe Routes to School
- Members of the public concerned about safety

Although the task force is emphasizing safety for the region, four focus areas have been identified: Downtown Sparks; University of Nevada, Reno; Midtown; and West 4th Street. The goal of the task force is to use data from these four focus areas and apply them to other areas within the Truckee Meadows.

Crash Data:

The Vision Zero Task Force of the Truckee Meadows has collected and analyzed comprehensive crash data on each focus area between the years 2011-2017, which includes:

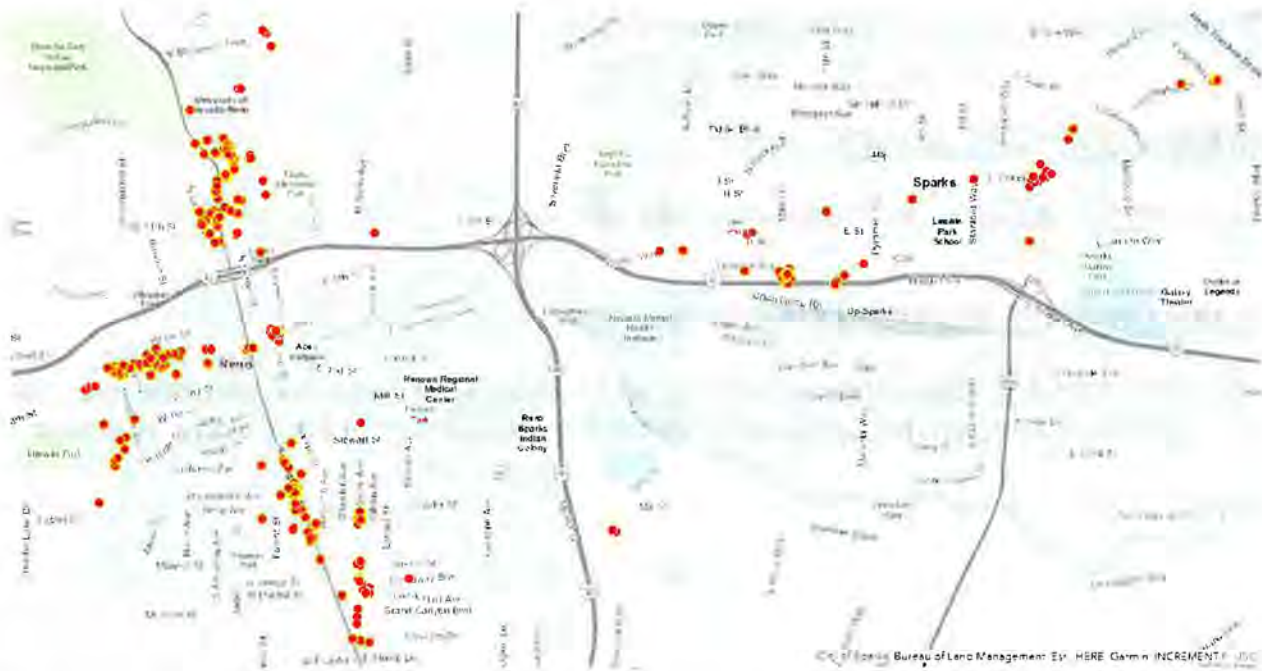
- Pedestrian Crashes Time of Day and Season
- Pedestrian Actions in Pedestrian Crashes
- Driver Actions in Pedestrian Crashes
- Fatal and Serious Injury Pedestrian Crash Locations (identifying areas that had more than one fatality or serious injury pedestrian crash)
- Lighting Conditions during Pedestrian Crashes
- Pedestrian Crashes by Age Group
- Driver Impairment during Pedestrian Crashes
- Pedestrian Impairment during Pedestrian Crashes

The goal of collecting this extensive data is to utilize it to make informed decisions to improve safety on our roadways for all roadway users.

Pedestrian Surveys:

The Vision Zero Task Force of the Truckee Meadows also reached out to pedestrians to hear from them about safety. There were 576 in-person interviews with pedestrians within the boundaries of the four focus areas which were completed during the week of November 26, 2018. The community was also invited to take an online survey between November 26, 2018, and January 4, 2019, and over 1,001 online surveys submitted, for a combined total of 1,576 completed surveys. Both surveys were available in English and Spanish.

The map below displays the locations where the Vision Zero Task Force members interviewed pedestrians within the four focus areas during this weeklong effort.



The survey had 26 questions (Attachment) and inquired about trip generators, sidewalk conditions and obstructions, street crossings and roadway, driver behavior, safety, and demographics.

A full report with pedestrian survey results is being compiled. The data will be utilized with the crash data to guide the task force to making informed and measurable action plans for each focus area.

Website:

The Vision Zero Task Force of the Truckee Meadows is developing a website. The website includes all the map and survey data, task force partners, links to important documents including the RTC Complete Streets and Bicycle and Pedestrian Master Plans, safety information, upcoming events, and a platform for the public to report “near misses.” The Vision Zero Task Force of the Truckee Meadows will utilize the near miss data to evaluate potential trends as an indication of areas of concern to proactively focus resources in those locations.

Campaign:

In conjunction with the above efforts of the task force, a recent safety campaign has been launched in the region. The Don’t Kill a Dream campaign is on local television and radio advertisements as well as billboards and print advertising. The emphasis is to stress that when someone dies in a traffic crash, their dream dies with them. The goal is to encourage the public to think about the effect their actions have on their own life and the lives of others in the community. The campaign is also being shared on social media outlets.

FISCAL IMPACT

There is no additional cost associated with this agenda item.

PREVIOUS ACTIONS BY BOARD

October 19, 2017 Accepted the Presentation on Vision Zero

ADVISORY COMMITTEE(S) RECOMMENDATION

The Technical Advisory Committee and Citizens Multimodal Advisory Committee met on February 6, 2019 and accepted the report on the Vision Zero Task Force of the Truckee Meadows.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 7.3

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning



Lee G. Gibson, AICP
Executive Director

SUBJECT: Resolution Supporting the Reno Spaghetti Bowl Project

RECOMMENDATION

Approve a resolution supporting the Reno Spaghetti Bowl Project.

SUMMARY

NDOT is seeking a resolution of support from the RTC for the Reno Spaghetti Bowl Project. This approximately \$150,000 million project will improve safety and traffic operations at the I-80 and I-580/US 395 interchange. This interchange area has been identified by NDOT as the highest crash location in Nevada. The project is included in the 2040 Regional Transportation Plan. The adopted FY 2018-2022 Regional Transportation Improvement Program includes \$30,000,000 in local RTC funds for construction of the project. Item 3.12 on this agenda is a cooperative agreement between RTC and NDOT for this local funding.

The project includes the following elements:

- ⇒ I-80 freeway capacity improvements (widening) from the Sierra Street-Virginia Street-Center Street interchange to the East McCarran Blvd interchange
- ⇒ I-580/US 395 freeway capacity improvements (widening) from Parr Blvd to Kietzke Lane
- ⇒ Reconstruction and widening of Freeway Ramps in the freeway-to-freeway interchange to improve safety and operations
- ⇒ Interchange improvements including reconstruction and/or enhancement of the Virginia Street, Wells Avenue, Fourth Street, Kietzke Lane, Rock Boulevard, Pyramid Way, E. McCarran Boulevard, Clear Acre Lane, N. McCarran Boulevard, Oddie Boulevard, Second Street, Mill Street, Plumb Lane, and Moana Lane and S. Virginia Street local road interchanges
- ⇒ Realignment of 9th Street with 10th Street/G Street
- ⇒ Retention of the inbound direct access ramp from southbound I-580 to the Reno-Tahoe International Airport

Attachment

**RESOLUTION SUPPORTING THE PROJECT KNOWN AS
“RENO SPAGHETTI BOWL PROJECT”**

WHEREAS, the Nevada Department of Transportation and the Regional Transportation Commission of Washoe County (RTC) are working in a cooperative partnership to develop and construct a project known as the “Spaghetti Bowl Project” (the “Project”) and the selection of Alternative 2 as the preferred alternative; and

WHEREAS, a portion of the Project lies within the RTC Planning Area; and

WHEREAS, the Project includes the following elements:

- ⇒ I-80 freeway capacity improvements (widening) from the Sierra Street-Virginia Street-Center Street interchange to the East McCarran Blvd interchange
- ⇒ I-580/US 395 freeway capacity improvements (widening) from Parr Blvd to Kietzke Lane
- ⇒ Reconstruction and widening of Freeway Ramps in the freeway-to-freeway interchange to improve safety and operations
- ⇒ Interchange improvements including reconstruction and/or enhancement of the Virginia Street, Wells Avenue, Fourth Street, Kietzke Lane, Rock Boulevard, Pyramid Way, E. McCarran Boulevard, Clear Acre Lane, N. McCarran Boulevard, Oddie Boulevard, Second Street, Mill Street, Plumb Lane, and Moana Lane and S. Virginia Street local road interchanges
- ⇒ Realignment of 9th Street with 10th Street/G Street
- ⇒ Retention of the inbound direct access ramp from southbound I-580 to the Reno-Tahoe International Airport

WHEREAS, the Nevada Department of Transportation desires to obtain from the RTC its consent and support for the Project and its elements.

NOW, THEREFORE, BE IT RESOLVED, by the RTC of Washoe County, Nevada, at this regular meeting thereof being held on this 19th day of April, 2019, that the RTC consents to and supports the Project as described herein.

PASSED, ADOPTED, AND APPROVED this 19th day of April, 2019.

Regional Transportation
Commission of Washoe County

BY _____
Bob Lucey, Chairman

ATTEST:

Board Clerk

APPROVED AS TO FORM

Dale Ferguson

Date

SAMPLE



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 8.1

TO: Regional Transportation Commission

FROM: Stephanie Haddock, CGFM
Director of Finance/CFO



Lee G. Gibson, AICP
Executive Director

SUBJECT: FY 2020 Tentative Budget

RECOMMENDATION

Acknowledge receipt the FY 2020 RTC Tentative Budget and Goals.

SUMMARY

Staff will present for review and discussion the FY 2020 Regional Transportation Commission (RTC) Tentative Budget. Any requested changes or recommendations developed from this meeting will be incorporated into the final FY 2020 budget to be presented for approval at the May 20, 2019, meeting. Staff is presenting a balanced budget for FY 2020.

FISCAL IMPACT

The FY 2020 budget amount, not including depreciation, is \$230,749,404.

PREVIOUS BOARD ACTIONS

May 21, 2018 Approval of the FY 2019 RTC Final Budget.

ADDITIONAL BACKGROUND

The Fiscal Year 2020 tentative budget continues the multi-year road program and continued investment in the community. Fuel tax is budgeted at a 5% increase over the prior year due to the continued implementation of indexing. RRIF cash revenues are budgeted at \$5,000,000 for FY 2020 due to the growth in new development, but remain lower than historical levels due to the current availability impact fee waivers. Sales tax revenue is budgeted at a 4.0% increase over the prior year due to continued growth in local economy.

The FY 2019 RTC Final Budget consists of three major programs: the Street and Highway Program, the Public Transportation Program, and the Metropolitan Planning Organization (MPO)/Transportation Planning Program. The Street and Highway Program consists of pavement preservation and mobility projects, capacity improvement projects and RRIF offset agreement projects. The Public Transportation Program consists of RTC RIDE, RTC ACCESS, RTC INTERCITY, Sierra Spirit, TART, and Van Pools. The MPO/Transportation Planning Program consists of federally mandated planning activities and other essential planning activities required to guide and support the Public Transportation program and Street and Highway Programs.

Street and Highway Program:

Road projects are a substantial component of the RTC budget. Funding includes the motor vehicle fuel tax, sales tax, the Regional Road Impact Fee, and the NDOT partnership projects. Pavement preservation, mobility, and capacity projects are budgeted at \$101 million for FY 2020. Indexed fuel taxes and bond sales of \$435 million have resulted in RTC spending approximately \$770 million for pavement preservation, mobility and capacity road projects over the past seven fiscal years. In FY 2019, RTC completed a current refunding of its Series 2009 and 2013 fuel tax bonds resulting in \$2.8 million in annual debt service savings. The total Street and Highway Program expenditures for FY 2020 including debt service are \$137 million.

Public Transportation Program:

Service levels for RTC RIDE and RTC ACCESS are budgeted for increases in FY 2020 due to the implementation of Lincoln Line BRT service, service changes, potential microtransit demonstration service, and increased demand for paratransit services. RTC RIDE operating costs at \$37 million are increasing 19% over prior year budget due to increased contract costs from new turnkey contractor and proposed fall 2019 service level increases. RTC ACCESS operating costs at \$11 million are increasing 12% over prior year budget primarily due to service demand increases.

Transit capital projects are critical to the success of the Public Transportation Program, but have a financial impact on local funds required to match the federal funding. Capital projects funded by federal grants include: 17 replacement ACCESS vans, 19 electric buses, charging stations, bus shelters and pad improvements, support vehicles, computer hardware and software, and facilities upgrades. The total public transportation capital expenditures for the FY 2020 are \$33.6 million.

Total program expenses for the Public Transportation Program are \$81.5 million for FY 2020.

Metropolitan Planning Organization (MPO) Program:

Total program expenses for the MPO Program are \$4.7 million for FY 2020. The program includes the following studies: Regional Transportation Plan (RTP) update, ADA Transition plan update, Affordable Housing Study, Mobility Study, Fleet Electrification Study, South Meadows Regional Transportation Study, UNR Area Transportation Study, and Eagle Canyon Study.



FY 2020 AGENCY GOALS

- 1) Improve ADA Accessibility
 - a. Complete ADA Transition Plan
 - b. Implement first phase of improvements to RTC facilities, including bus stop improvements
- 2) Continue Safety Emphasis
 - a. Vision Zero/ Driver & pedestrian education programs
 - b. Safe Routes to School program
 - c. Update RTC Safety Plan
- 3) Apply for discretionary grants to support RTC priorities
 - a. Infrastructure/Build
 - b. FTA Technical/Research
- 4) Project construction
 - a. Virginia Street
 - b. Pavement Preservation & Rehabilitation Program
- 5) Begin 2045 RTP update
- 6) Complete planning studies
 - a. South Meadows Multimodal Transportation Plan
 - b. RTC Affordable Housing Study
 - c. Eagle Canyon Corridor Study
- 7) Implementation of RIDE contract award and continue to improve service
 - a. Review/refine routes
 - b. Microtransit
 - c. Advertising campaign
- 8) B.I.D. coordination and operations
- 9) Continue sustainability planning and monitoring
- 10) Advance process improvements
 - a. Procurement and contract management processes
 - b. Software utilization
- 11) Continued cost controls & maintaining fiscal solvency

REGIONAL TRANSPORTATION COMMISSION
 ALL FUNDS
 THREE YEAR COMPARISON OF REVENUES BY SOURCE
 TENTATIVE BUDGET
 FOR FISCAL YEAR ENDING JUNE 30, 2020

	FISCAL YEAR 2018 ACTUAL	FISCAL YEAR 2019 BUDGET	FISCAL YEAR 2019 ESTIMATED	FISCAL YEAR 2020 BUDGET
REVENUES & SOURCES:				
Motor Vehicle Fuel Tax	\$ 81,179,894	\$ 86,639,885	\$ 87,550,038	\$ 91,878,987
Public Transportation Sales Tax	31,084,409	30,130,794	32,327,785	33,620,896
Regional Road Impact Fee (RRIF)	4,835,052	5,000,000	4,000,000	5,000,000
RRIF Offset Agreements	714,512	15,000,000	100,000	11,000,000
Passenger Fares	5,971,370	6,392,104	5,544,936	5,771,869
CitiCare	59,700	15,450	15,450	-
Advertising	264,091	250,000	290,000	250,000
Lease Income	435,459	350,779	399,240	399,240
Investment Income	530,759	1,637,500	1,880,000	1,838,000
Federal Reimbursements	44,119,700	57,142,538	37,233,627	56,081,206
N.D.O.T.	2,350,747	2,088,605	2,540,779	2,516,237
Asset Proceeds	8,578	25,000	5,000	25,000
Misc Reimb/Operating Assist.	3,881,724	1,754,200	3,116,700	4,104,200
TOTAL REVENUES	175,435,995	206,426,854	175,003,555	212,485,636
Beginning Cash & Fund Balance	163,169,305	128,094,479	136,541,734	155,425,042
TOTAL SOURCES AVAILABLE	\$ 338,605,300	\$ 334,521,333	\$ 311,545,289	\$ 367,910,677

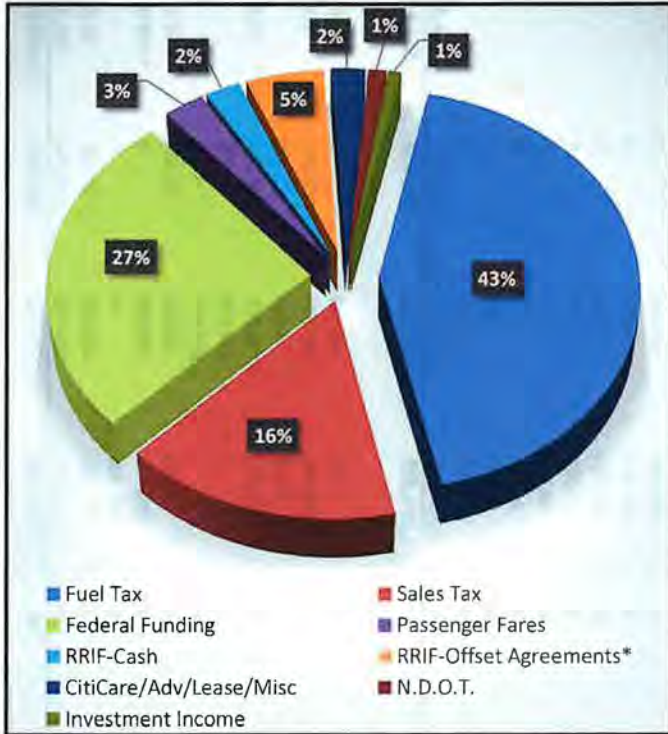
**REGIONAL TRANSPORTATION COMMISSION
ALL FUNDS
THREE YEAR COMPARISON OF EXPENDITURES BY FUNCTION
TENTATIVE BUDGET
FOR FISCAL YEAR ENDING JUNE 30, 2020**

	FISCAL YEAR 2018 ACTUAL	FISCAL YEAR 2019 BUDGET	FISCAL YEAR 2019 ESTIMATED	FISCAL YEAR 2020 BUDGET
<u>EXPENDITURES & USES:</u>				
Preservation & Mobility Projects	\$ 39,745,792	\$ 81,988,034	\$ 62,269,339	\$ 75,944,383
Capacity Improvements Projects	84,442,349	26,291,555	8,890,524	25,466,049
RRIF Offset Agreements	714,512	15,000,000	-	11,000,000
Other Finan. Uses - Debt Service	27,438,217	27,457,216	27,440,422	24,608,602
RTC RIDE - Operating	25,769,143	31,018,516	27,217,338	37,010,617
RTC RIDE - Capital	12,518,691	16,598,439	18,347,731	30,718,839
Paratransit - Operating	9,032,467	9,741,455	8,824,312	10,937,051
Paratransit - Capital	176,383	2,800,000	-	2,880,000
MPO - Operating	2,226,012	4,386,081	3,130,583	4,683,913
TOTAL EXPENDITURES	202,063,566	215,281,296	156,120,248	223,249,454
<u>ENDING CASH BALANCE:</u>				
Restricted/Committed/Assigned	136,541,734	119,240,038	155,425,042	144,661,224
TOTAL ENDING CASH/FUND BALANCE	136,541,734	119,240,038	155,425,042	144,661,224
TOTAL USES	\$ 338,605,300	\$ 334,521,333	\$ 311,545,289	\$ 367,910,677

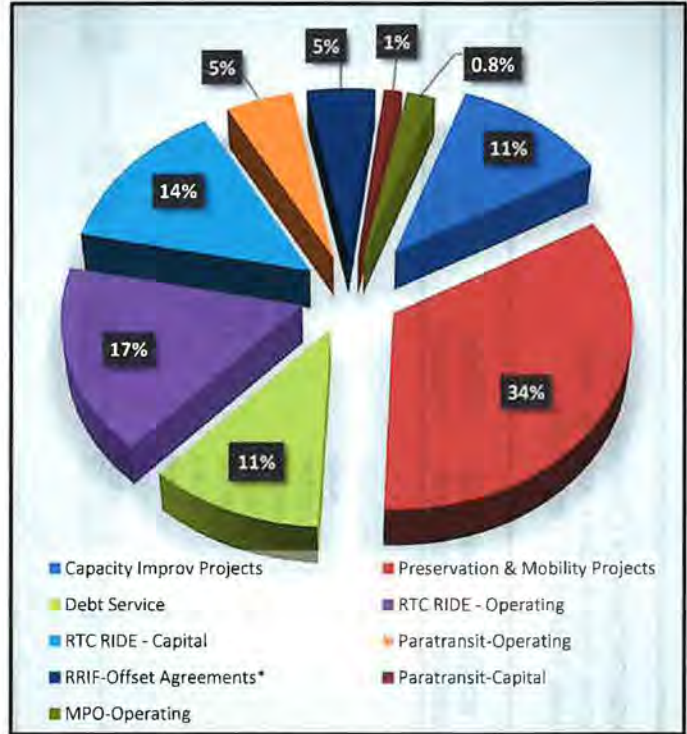
Note: Depreciation is not included in the total expenditure column.
Total expenditures including depreciation of \$7,500,000
are: \$230,749,404

REGIONAL TRANSPORTATION COMMISSION REVENUES & EXPENDITURES BY SOURCE - FY 2020 BUDGET

REVENUES



EXPENDITURES



Total Revenues & Fund Balance
\$367,910,677

Total Expenditures & Ending Fund Balance
\$367,910,677

Fuel Tax	\$91,878,987	25.0%
Sales Tax	\$33,620,896	9.1%
Federal Funding	\$56,081,206	15.2%
Passenger Fares	\$5,771,869	1.6%
RRIF-Cash	\$5,000,000	1.4%
RRIF-Offset Agreements*	\$11,000,000	3.0%
CitiCare/Adv/Lease/Misc	\$4,778,440	1.3%
N.D.O.T.	\$2,516,237	0.7%
Investment Income	\$1,838,000	0.5%

Capacity Improv Projects	\$25,466,049	6.9%
Preservation & Mobility Projects	\$75,944,383	20.6%
Debt Service	\$24,608,602	6.7%
RTC RIDE - Operating	\$37,010,617	10.1%
RTC RIDE - Capital	\$30,718,839	8.3%
Paratransit-Operating	\$10,937,051	3.0%
RRIF-Offset Agreements*	\$11,000,000	3.0%
Paratransit-Capital	\$2,880,000	0.8%
MPO-Operating	\$4,683,913	1.3%

Beginning Balance \$155,425,042 42.2%

Ending Balance - FY 2020 \$144,661,224 39.3%

Total: \$367,910,677

Total: \$367,910,677

<u>Beginning Balance</u>	
Debt Service	\$46,055,320
Pavement Preserv Projects	\$60,836,455
Capacity Improv Projects	\$27,348,591
Public Transportation	\$20,986,391
MPO	\$198,285
TOTAL	<u>\$155,425,042</u>

<u>Ending Balance</u>	
Debt Service	\$46,455,270
Pavement Preserv Projects	\$57,773,394
Capacity Improv Projects	\$26,876,300
Public Transportation	\$13,404,651
MPO	\$151,608
TOTAL	<u>\$144,661,224</u>

*For custodial purposes only, credits are booked as a revenue and expense with net zero effect and have no cash value.


REGIONAL TRANSPORTATION COMMISSION

- BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020
- REPORTED BY FUND TOTALS BY LINE ITEMS

*Items Include Agency Wide Funds

ACCT. #	DESCRIPTION	*R.R.I.F. PROGRAM	BOND RESERVE	*FUEL TAX PROGRAM	*PUBLIC TRANSIT	*PARA TRANSIT	* MPO	*TOTAL
LABOR								
501-0-01	LABOR	\$189,969	\$0	\$3,312,097	\$1,365,169	\$261,683	\$607,376	\$5,736,294
501-0-03	OVERTIME	0	0	4,943	7,819	879	0	13,641
502-0-02	BONUSES/TOP OF SCALE DIFFERENTIAL	0	0	167,891	0	0	0	167,891
502-0-09	SICK LEAVE	0	0	402,000	2,409	0	0	404,409
502-0-10	HOLIDAY	0	0	280,453	3,397	0	0	283,850
502-0-11	VACATION	0	0	597,286	5,250	0	0	602,536
502-0-12	OTHER PAID ABSENCES	0	0	34,211	309	0	0	34,520
502-0-25	CAR ALLOWANCE	0	0	78,000	0	0	0	78,000
502-0-26	CELL PHONE ALLOWANCE	0	0	35,580	0	0	0	35,580
	LABOR ALLOCATIONS IN/(OUT)	170,369	0	(2,285,938)	1,318,011	266,862	530,697	0
	TOTAL LABOR	360,337	0	2,626,522	2,702,364	529,424	1,138,073	7,356,722
FRINGE								
502-0-04	FICA/MEDICARE	0	0	106,747	1,176	0	0	107,923
502-0-05	PENSION	0	0	1,940,535	23,487	0	0	1,964,022
502-0-01	OPEB CONTRIBUTIONS - HEALTHCARE	0	0	349,000	154,000	0	0	503,000
502-0-17	HEALTH & VISION INSURANCE	0	0	927,813	14,667	0	0	942,480
502-0-18	DENTAL INSURANCE	0	0	49,441	642	0	0	50,083
502-0-19	LIFE INSURANCE	0	0	16,320	103	0	0	16,423
502-0-16	DISABILITY INSURANCE	0	0	66,923	812	0	0	67,735
502-0-06	UNEMPLOYMENT INSURANCE	0	0	25,734	326	0	0	26,060
502-0-08	WORKERS COMPENSATION	0	0	48,830	619	0	0	49,449
502-0-14	OTHER FRINGE BENEFITS	0	0	30,200	4,300	0	0	34,500
	FRINGE ALLOCATION IN/(OUT)	171,435	0	(2,300,246)	1,326,260	268,533	534,018	0
	TOTAL FRINGE	171,435	0	1,261,297	1,526,392	268,533	534,018	3,761,676
SERVICES								
503-0-02	ADV DEVL/PRODUCTION	0	0	0	40,720	0	375,000	415,720
503-0-03	PROFESSIONAL & TECHNICAL	32,500	50	2,680,000	360,500	106,000	14,500	3,193,550
503-0-04	TEMPORARY HELP	0	0	37,000	8,000	0	0	45,000
503-0-05	CONTRACT MAINT/REPAIRS	0	0	548,151	1,132,744	59,744	32,891	1,773,530
503-0-06	CUSTODIAL	0	0	0	434,976	2,040	0	437,016
503-0-07	SECURITY	0	0	0	822,941	4,000	0	826,941
503-0-08	PRINTING	0	0	7,725	91,360	11,500	26,400	136,985
503-0-09	CONSULTING SERVICES	0	0	294,900	100,000	0	1,686,000	2,080,900
503-0-10	PROPERTY EXPENSE	0	0	180,000	0	0	0	180,000
503-0-99	OTHER SERVICES	0	0	177,366	478,600	67,180	24,000	747,146
	SERVICES ALLOCATION IN/(OUT)	85,362	0	(1,145,357)	660,382	133,710	265,903	0
	TOTAL SERVICES	117,862	50	2,779,785	4,130,223	384,174	2,424,694	9,836,788



REGIONAL TRANSPORTATION COMMISSION
 * BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020
 * REPORTED BY FUND TOTALS BY LINE ITEMS

*Items Include Agency Wide Funds

ACCT. #	DESCRIPTION	*R.R.I.F. PROGRAM	BOND RESERVE	*FUEL TAX PROGRAM	*PUBLIC TRANSIT	*PARA TRANSIT	* MPO	*TOTAL
MATERIALS & SUPPLIES								
504-0-01	FUEL & LUBE	0	0	3,000	2,052,787	230,839	0	2,286,625
504-0-04	REVENUE VEHICLE PARTS	0	0	0	60,000	0	0	60,000
504-0-06	SUPPORT VEHICLE PARTS	0	0	4,000	0	0	0	-4,000
504-0-07	BENCH SHELTER/SIGN SUPPLY	0	0	0	340,000	0	0	340,000
504-0-08	CNG PARTS & SUPPLIES	0	0	0	0	308	0	308
504-0-10	OFFICE SUPPLIES	0	0	15,000	12,000	0	7,000	34,000
504-0-99	OTHER MATERIALS & SUPPLIES	0	0	241,867	55,900	32,600	8,260	338,627
	OTHER M & S ALLOC IN/(OUT)	11,426	0	(153,305)	88,392	17,897	35,591	0
	TOTAL MATERIALS & SUPPLIES	11,426	0	110,562	2,609,078	281,644	50,851	3,063,560
UTILITIES								
505-0-02	ELECTRICITY & NATURAL GAS	0	0	5,000	455,000	28,000	0	488,000
505-0-04	WATER & SEWER	0	0	0	61,410	7,500	0	68,910
505-0-05	GARBAGE COLLECTION	0	0	0	51,000	1,000	0	52,000
505-0-10	TELEPHONE	0	0	56,500	0	2,940	0	59,440
	UTILITIES ALLOCATIONS IN/(OUT)	2,960	0	(39,720)	22,902	4,637	9,221	0
	TOTAL UTILITIES	2,960	0	21,780	590,312	44,077	9,221	668,350
INSURANCE COSTS								
506-0-01	PHYSICAL DAMAGE	0	0	2,299	18,221	4,584	1,146	26,250
506-0-03	PUBLIC LIAB/PROPERTY DAMAGE	0	0	25,293	200,429	50,422	12,605	288,750
506-0-06	PL & PD SETTLEMENTS	0	0	4,380	34,706	8,731	2,183	50,000
506-0-08	OTHER INSURANCE COSTS	0	0	5,519	43,730	11,001	2,750	63,000
	TOTAL INSURANCE	0	0	37,491	297,086	74,738	18,684	428,000
MISCELLANEOUS EXPENSES								
507-0-04	TAXES & LICENSES	0	0	0	20,500	5,250	0	25,750
509-0-01	DUES & SUBSCRIPTIONS	0	0	67,831	46,935	960	17,503	133,229
509-0-08	MISCELLANEOUS ADVERTISING	0	0	27,550	41,200	1,500	252,500	322,750
509-0-09	INTERNAL MARKETING	0	0	5,000	0	0	0	5,000
509-0-20	TRAINING & MEETINGS	0	0	193,625	81,850	19,500	68,500	363,475
509-0-25	POSTAGE & EXPRESS MAIL	0	0	16,242	4,500	2,000	12,000	34,742
509-0-99	OTHER MISC EXPENSES	150	0	171,800	114,610	1,320	30,700	318,580
512-0-06	LEASES & RENTALS	0	0	322,816	26,700	0	48,460	397,976
	MISC EXP ALLOCATIONS IN/(OUT)	25,267	0	(339,028)	195,475	39,578	78,708	0
	TOTAL MISCELLANEOUS EXPENSES	25,417	0	465,836	531,770	70,108	508,371	1,601,502


REGIONAL TRANSPORTATION COMMISSION

- BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020
- REPORTED BY FUND TOTALS BY LINE ITEMS

*Items Include Agency Wide Funds

ACCT. #	DESCRIPTION	*R.R.I.F. PROGRAM	BOND RESERVE	*FUEL TAX PROGRAM	*PUBLIC TRANSIT	*PARA TRANSIT	* MPO	*TOTAL
PURCHASED TRANSP'N SERVICES								
520-0-00	RIDE	0	0	0	23,452,401	0	0	23,452,401
520-0-01	ACCESS	0	0	0	0	7,148,465	0	7,148,465
520-0-15	MICRO TRANSIT FLEX SERVICE	0	0	0	0	1,387,818	0	1,387,818
520-0-03	GERLACH	0	0	0	0	12,000	0	12,000
520-0-04	PYRAMID	0	0	0	0	20,000	0	20,000
520-0-05	INCLINE	0	0	0	0	17,000	0	17,000
520-0-08	WASHOE SR RIDE PURCH TRANS SVC	0	0	0	0	350,000	0	350,000
520-0-10	TART	0	0	0	213,992	1,000	0	214,992
520-0-14	VANPOOL SERVICES	0	0	0	957,000	0	0	957,000
	TOTAL PURCHASED TRANSPORTATION	0	0	0	24,623,393	8,936,283	0	33,559,676
510-0-XX	TOTAL PASS THRU GRANT	0	0	0	0	348,069	0	348,069
	OPERATING BUDGET BEFORE DEPRECIATION:	689,438	50	7,303,274	37,010,617	10,937,051	4,683,913	60,624,343
530-0-XX	PRINCIPAL & INTEREST	0	24,553,552	0	0	0	0	24,553,552
540-0-XX	FISCAL AGENT CHARGES	0	55,000	0	0	0	0	55,000
	TOTAL DEBT SERVICES	0	24,608,552	0	0	0	0	24,608,552
513-0-02	DEPRECIATION	0	0	0	7,500,000	0	0	7,500,000
513-0-01	AMORTIZATION	0	0	0	0	0	0	0
	TOTAL OPERATING BUDGET	689,438	24,608,602	7,303,274	44,510,617	10,937,051	4,683,913	92,732,895
CAPITAL PROJECTS								
GOVERNMENT FUND CAPITAL								
600-0-10	REVENUE VEHICLES	0	0	0	0	2,050,000	0	2,050,000
600-0-12	SUPPORT VEHICLES	0	0	0	0	40,000	0	40,000
600-0-36	OTHER FIXTURES & EQUIP.	0	0	0	0	790,000	0	790,000
	TOTAL GOVMT. FUND CAPITAL	0	0	0	0	2,880,000	0	2,880,000
STREET & HIGHWAY PROJECTS								
	PRESERVATION & MOBILITY PROJECTS	0	0	68,641,109	0	0	0	68,641,109
	CAPACITY IMPROVEMENT PROJECTS	4,723,088	0	20,053,523	0	0	0	24,776,611
	CAPITAL CONTRIBUTION PROJECTS	11,000,000	0	0	0	0	0	11,000,000
	TOTAL STREET & HIGHWAY	15,723,088	0	88,694,632	0	0	0	104,417,720
CAPITAL BUDGET BEFORE ENTERPRISE FUND CAPITAL								
		15,723,088	0	88,694,632	0	2,880,000	0	107,297,720


REGIONAL TRANSPORTATION COMMISSION

- BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020
- REPORTED BY FUND TOTALS BY LINE ITEMS

*Items Include Agency Wide Funds

ACCT. #	DESCRIPTION	*R.R.I.F. PROGRAM	BOND RESERVE	*FUEL TAX PROGRAM	*PUBLIC TRANSIT	*PARA TRANSIT	* MPO	*TOTAL
ENTERPRISE FUND CAPITAL								
111-1-10	Coaches	0	0	0	19,424,101	0	0	19,424,101
111-1-12	Support Vehicles	0	0	0	40,000	0	0	40,000
111-1-15	Revenue Collection & Counting Equip.	0	0	0	349,493	0	0	349,493
111-1-16	Communications Equipment	0	0	0	270,000	0	0	270,000
111-1-18	Surveillance/Security Equipment	0	0	0	181,213	0	0	181,213
111-1-21	Passenger Shelters & Bus Stop Improvements	0	0	0	1,479,532	0	0	1,479,532
111-1-31	Computer Hardware	0	0	0	45,500	0	0	45,500
111-1-32	Computer Software	0	0	0	9,000	0	0	9,000
111-1-36	Other Fixtures & Equipment	0	0	0	4,920,000	0	0	4,920,000
111-1-81	Building Improvements - Villanova	0	0	0	500,000	0	0	500,000
111-1-82	Building Improvements - Terminal	0	0	0	3,500,000	0	0	3,500,000
TOTAL ENTERPRISE FUND CAPITAL		0	0	0	30,718,839	0	0	30,718,839
TOTAL CAPITAL BUDGET		15,723,088	0	88,694,632	30,718,839	2,880,000	0	138,016,559
TOTAL FY 2020 BUDGET		\$16,412,526	\$24,608,602	\$95,997,906	\$75,229,456	\$13,817,051	\$4,683,913	\$230,749,454


REGIONAL TRANSPORTATION COMMISSION

- BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020
- REPORTED BY DEPARTMENT TOTALS BY LINE ITEMS

ACCT. #	DESCRIPTION	EXECUTIVE	ADMIN. SERVICES	FINANCE	ENGINEERING	PUBLIC TRANSPTN	TRANSPTN PLANNING	TOTAL
LABOR								
501-0-01	Labor	\$444,770	\$574,723	\$957,650	\$1,416,259	\$1,460,756	\$882,136	\$5,736,295
501-0-03	Overtime	75	2,724	1,603	245	8,781	213	13,641
502-0-02	Bonuses	14,400	14,796	20,259	30,003	55,315	33,118	167,891
502-0-09	Sick Leave	40,365	31,883	57,971	104,265	140,994	28,931	404,409
502-0-10	Holiday	21,549	26,661	48,304	69,748	75,026	42,562	283,850
502-0-11	Vacation	67,836	63,179	96,547	143,616	158,220	73,138	602,536
502-0-12	Personal Leave	10,214	2,278	4,391	6,341	7,427	3,869	34,520
502-0-25	Car Allowance	10,800	9,600	14,400	14,400	14,400	14,400	78,000
502-0-26	Cell Phone Allowance	2,940	6,600	3,000	9,300	9,840	3,900	35,580
	TOTAL LABOR	612,949	732,444	1,204,125	1,794,177	1,930,759	1,082,267	7,356,722
FRINGE								
502-0-04	FICA/Medicare	8,631	11,153	18,404	26,085	27,054	16,596	107,923
502-0-05	Retirement Plan	148,984	189,859	333,953	482,216	514,750	294,260	1,964,022
502-0-01	OPEB contribution - Healthcare	0	0	503,000	0	0	0	503,000
502-0-17	Health & Vision Insurance	52,861	77,187	140,292	196,417	331,743	143,980	942,480
502-0-18	Dental Insurance	2,568	4,494	8,347	10,916	16,053	7,705	50,083
502-0-19	Life Insurance	412	1,920	1,937	2,348	7,972	1,834	16,423
502-0-16	Disability Insurance	5,150	6,303	11,559	16,670	17,880	10,173	67,735
502-0-07	Unemployment Insurance	1,442	2,420	4,374	5,684	8,093	4,047	26,060
502-0-08	Workers Compensation	2,737	4,595	8,300	10,787	15,349	7,681	49,449
502-0-14	Other Fringe Benefits	1,200	2,400	7,200	5,100	15,000	3,600	34,501
	TOTAL FRINGE	223,985	300,331	1,037,366	756,223	953,894	489,876	3,761,676
SERVICES								
503-0-02	Adv Devlp/Production	0	0	0	0	40,720	375,000	415,720
503-0-03	Professional & Technical	1,741,500	110,500	308,550	940,000	93,000	0	3,193,550
503-0-04	Temporary Help	0	5,000	20,000	0	20,000	0	45,000
503-0-05	Contract Maint/Repairs	0	772,137	1,500	1,000	993,893	5,000	1,773,530
503-0-06	Custodial	0	0	0	0	437,016	0	437,016
503-0-07	Security	0	812,941	0	0	14,000	0	826,941
503-0-08	Printing	75	0	53,150	5,500	51,860	26,400	136,985
503-0-09	Consulting Services	30,000	108,000	6,900	150,000	100,000	1,686,000	2,080,900
503-0-10	ROW Property Maintenance Costs	0	0	0	180,000	0	0	180,000
503-0-99	Other Services	30,900	109,716	59,800	20,000	505,230	21,500	747,146
	TOTAL SERVICES	1,802,475	1,918,294	449,900	1,296,500	2,255,719	2,113,900	9,836,788


REGIONAL TRANSPORTATION COMMISSION

* BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020

* REPORTED BY DEPARTMENT TOTALS BY LINE ITEMS

ACCT. #	DESCRIPTION	EXECUTIVE	ADMIN. SERVICES	FINANCE	ENGINEERING	PUBLIC TRANSPTN	TRANSPTN PLANNING	TOTAL
MATERIALS & SUPPLIES								
504-0-01	Fuel & Lube	0	0	0	0	2,286,625	0	2,286,625
504-0-06	Support Vehicle Parts	0	0	0	0	4,000	0	4,000
504-0-07	Bench, Shelters & Signs	0	0	0	0	340,000	0	340,000
504-0-10	Office Supplies	1,000	0	6,500	7,500	12,000	7,000	34,000
504-0-99	Other Materials & Supplies	3,100	208,267	5,500	13,000	100,500	8,260	338,627
	TOTAL MATERIALS & SUPPLIES	4,100	208,267	12,000	20,500	2,803,433	15,260	3,063,560
UTILITIES								
505-0-02	Electricity/Natural Gas	0	0	0	0	488,000	0	488,000
505-0-04	Water & Sewer	0	0	0	0	68,910	0	68,910
505-0-05	Garbage Collection	0	0	0	0	52,000	0	52,000
505-0-10	Telephone	0	47,500	11,940	0	0	0	59,440
	TOTAL UTILITIES	0	47,500	11,940	0	608,910	0	668,350
INSURANCE								
506-0-01	Physical Damage	0	0	26,250	0	0	0	26,250
506-0-03	Public Liab/Property Damage	0	0	288,750	0	0	0	288,750
506-0-06	PL & PD Settlements	0	0	50,000	0	0	0	50,000
506-0-08	Other Insurance Costs	0	0	63,000	0	0	0	63,000
	TOTAL INSURANCE	0	0	428,000	0	0	0	428,000
MISCELLANEOUS EXPENSE								
507-0-04	Taxes & Licenses	0	0	19,750	0	6,000	0	25,750
509-0-01	Dues & Subscriptions	87,032	3,999	5,700	13,500	7,895	15,103	133,229
509-0-08	Misc. Advertising	50	5,000	2,500	20,000	42,700	252,500	322,750
509-0-09	Internal marketing	0	5,000	0	0	0	0	5,000
509-0-20	Training & Meetings	71,375	46,000	25,000	71,000	84,600	65,500	363,475
509-0-25	Postage & Express Mail	8,092	0	650	7,500	6,500	12,000	34,742
509-0-99	Other Misc. Expense	101,400	8,500	53,900	60,650	63,430	30,700	318,580
512-1-06	Leases & Rentals	3,120	78,800	6,250	7,440	298,366	4,000	397,976
510-0-XX	Pass-Thru Grant Expense	0	0	0	0	348,069	0	348,069
	Misc. Expense Alloc IN (OUT)	0	0	0	0	0	0	0
	TOTAL MISCELLANEOUS EXPENSES	271,069	147,299	113,750	180,090	857,560	379,803	1,949,571



REGIONAL TRANSPORTATION COMMISSION
 • BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020
 • REPORTED BY DEPARTMENT TOTALS BY LINE ITEMS

ACCT. #	DESCRIPTION	EXECUTIVE	ADMIN. SERVICES	FINANCE	ENGINEERING	PUBLIC TRANSPTN	TRANSPTN PLANNING	TOTAL
PURCHASED TRANSP'N SERVICE								
520-0-00	RIDE	0	0	0	0	23,452,401	0	23,452,401
520-0-01	ACCESS	0	0	0	0	7,148,465	0	7,148,465
520-0-03	Gerlach	0	0	0	0	12,000	0	12,000
520-0-04	Pyramid	0	0	0	0	20,000	0	20,000
520-0-05	Incline	0	0	0	0	17,000	0	17,000
520-0-09	TART - ADA	0	0	0	0	1,000	0	1,000
520-0-08	Washoe Senior Ride	0	0	0	0	350,000	0	350,000
520-0-10	TART	0	0	0	0	213,992	0	213,992
520-0-14	Vanpool Service	0	0	0	0	957,000	0	957,000
520-0-15	Micro-transit	0	0	0	0	1,387,818	0	1,387,818
PURCHASED TRANSPORTATION SVC		0	0	0	0	33,559,676	0	33,559,676
OPERATING BUDGET BEFORE DEPRECIATION:		2,914,578	3,354,135	3,257,081	4,047,490	42,969,952	4,081,106	60,624,343
530-0-XX	Principal & Interest	0	0	24,553,552	0	0	0	24,553,552
540-0-XX	Fiscal Agent Charges	0	0	55,000	0	0	0	55,000
TOTAL DEBT SERVICE		0	0	24,608,552	0	0	0	24,608,552
DEPRECIATION & AMORTIZATION		0	0	0	0	7,500,000	0	7,500,000
TOTAL OPERATING BUDGET		2,914,578	3,354,135	27,865,633	4,047,490	50,469,952	4,081,106	92,732,895
600-0-10	Revenue Vehicles	0	0	0	0	2,050,000	0	2,050,000
600-0-12	Support Vehicles	0	0	0	0	40,000	0	40,000
600-0-36	Other Fixtures & Equip.	0	0	0	0	790,000	0	790,000
TOTAL NON-TRANSIT FIXED ASSETS		0	0	0	0	2,880,000	0	2,880,000
STREET & HIGHWAY PROJECTS								
Preservation & Mobility Projects		0	0	0	68,641,109	0	0	68,641,109
Capacity Improvement Projects		0	0	0	24,776,611	0	0	24,776,611
Capital Contribution Projects		0	0	0	11,000,000	0	0	11,000,000
TOTAL STREET & HIGHWAY		0	0	0	104,417,720	0	0	104,417,720
CAPITAL BUDGET BEFORE ENTERPRISE FUND CAPITAL		0	0	0	104,417,720	2,880,000	0	107,297,720


REGIONAL TRANSPORTATION COMMISSION

- BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2020
- REPORTED BY DEPARTMENT TOTALS BY LINE ITEMS

ACCT. #	DESCRIPTION	EXECUTIVE	ADMIN. SERVICES	FINANCE	ENGINEERING	PUBLIC TRANSPTN	TRANSPTN PLANNING	TOTAL
ENTERPRISE FUND CAPITAL								
111-1-10	Coaches	0	0	0	0	19,424,101	0	19,424,101
111-1-12	Support Vehicles	0	0	0	0	40,000	0	40,000
111-1-15	Revenue Collection & Counting Equip.	0	0	0	0	349,493	0	349,493
111-1-16	Communications Equipment	0	0	0	0	270,000	0	270,000
111-1-18	Surveillance/Security Equipment	0	106,213	0	0	75,000	0	181,213
111-1-21	Passenger Shelters & Bus Stop Improvements	0	0	0	0	1,479,532	0	1,479,532
111-1-31	Computer Hardware	0	45,500	0	0	0	0	45,500
111-1-32	Computer Software	0	9,000	0	0	0	0	9,000
111-1-36	Other Fixtures & Equipment	0	0	0	0	4,920,000	0	4,920,000
111-1-81	Building Improvements - Villanova	0	0	0	0	500,000	0	500,000
111-1-82	Building Improvements - Terminal	0	0	0	0	3,500,000	0	3,500,000
	TOTAL ENT. FUND CAPITAL	0	160,713	0	0	30,558,126	0	30,718,839
	TOTAL CAPITAL BUDGET	0	160,713	0	104,417,720	33,438,126	0	138,016,559
	TOTAL FY 2020 BUDGET	\$2,914,578	\$3,514,848	\$27,865,633	\$108,465,210	\$83,908,078	\$4,081,106	\$230,749,454

**REGIONAL TRANSPORTATION COMMISSION
STREET AND HIGHWAY PROGRAM
TENTATIVE BUDGET
FOR FISCAL YEAR ENDING JUNE 30, 2020**

	FISCAL YEAR 2018 ACTUAL	FISCAL YEAR 2019 BUDGET	FISCAL YEAR 2019 ESTIMATED	FISCAL YEAR 2020 BUDGET
REVENUES & SOURCES:				
Motor Vehicle Fuel Tax	\$ 81,179,894	\$ 86,639,885	\$ 87,550,038	\$ 91,878,987
Sales Tax	5,105,973	5,021,799	5,387,964	2,801,741
Regional Impact Fee - Cash	4,835,052	5,000,000	4,000,000	5,000,000
Regional Impact Fee - CCFEA	714,512	15,000,000	100,000	11,000,000
Federal Funding	30,625,099	32,332,376	17,389,823	18,726,904
Project Reimbursements	3,605,357	1,505,000	3,004,000	4,005,000
Investment Income	459,461	1,410,000	1,600,000	1,610,000
Miscellaneous Reimbursements	69,036	51,000	51,000	51,000
TOTAL REVENUES	126,594,384	146,960,060	119,082,825	135,073,632
Operating Transfers In	28,437,706	27,902,165	28,090,422	25,108,552
TOTAL OPERATING TRANSFERS	155,032,090	174,862,225	147,173,247	160,182,184
Beginning Cash/Fund Balance	141,884,311	104,261,631	114,777,825	134,240,366
TOTAL SOURCES	\$ 296,916,401	\$ 279,123,856	\$ 261,951,072	\$ 294,422,550
EXPENDITURES & USES:				
Preservation & Mobility Projects/Other	\$ 39,680,285	\$ 81,944,759	\$ 62,269,339	\$ 75,944,383
Capacity Projects/Other	84,442,349	26,291,555	8,890,524	25,466,049
RRIF Offset Agreements	714,512	15,000,000	-	11,000,000
Debt Service	27,438,217	27,457,216	27,440,422	24,608,602
Capital expenses	65,507	43,275	-	-
TOTAL EXPENDITURES	152,340,870	150,736,805	98,600,284	137,019,034
Operating Transfers Out	29,797,706	29,092,165	29,110,422	26,298,552
TOTAL EXPENDITURES AND OPER. TRANSFERS OUT	182,138,576	179,828,970	127,710,706	163,317,586
ENDING CASH/FUND BALANCE:				
Restricted for Capacity Projects	44,024,759	38,559,211	27,348,591	26,876,300
Restricted for Preservation & Mobility Projects	25,097,746	15,500,000	60,836,455	57,773,394
Restricted for Debt Service	45,655,320	45,235,675	46,055,320	46,455,270
TOTAL ENDING CASH/FUND BALANCE	114,777,825	99,294,886	134,240,366	131,104,964
TOTAL USES	\$ 296,916,401	\$ 279,123,856	\$ 261,951,072	\$ 294,422,550

4/4/19 4:47 PM

**REGIONAL TRANSPORTATION COMMISSION
PUBLIC TRANSIT & PARATRANSIT
TENTATIVE BUDGET
FOR FISCAL YEAR ENDING JUNE 30, 2020**

	FISCAL YEAR 2018 ACTUAL	FISCAL YEAR 2019 BUDGET	FISCAL YEAR 2019 ESTIMATED	FISCAL YEAR 2020 BUDGET
REVENUES & SOURCES:				
Public Transportation Sales Tax	\$ 25,978,436	\$ 25,108,995	\$ 26,939,821	\$ 30,819,155
Passenger Revenues	5,971,370	6,392,104	5,544,936	5,771,869
Investment Income	70,321	220,000	272,000	220,000
Advertising	264,091	250,000	290,000	250,000
FTA - 5339 (Discretionary)	6,768	-	100,000	1,583,850
FTA - 5307 & CMAQ	5,699,000	17,179,376	8,760,000	25,305,940
FTA - 5309 (Discretionary)	2,459,631	-	4,700,000	1,520,500
FTA - 5310	334,218	195,296	560,788	515,776
FTA - Preventive Maint/ADA Paratransit Svc	4,029,412	4,520,000	4,780,000	5,200,000
NDOT - ETR/TA Grants/Medicaid	2,350,747	2,088,605	2,540,779	2,516,237
INTERCITY (CAMPO)	69,066	42,000	40,000	42,000
CitiCare	59,700	15,450	15,450	-
Miscellaneous Reimbursements	138,265	155,200	21,200	5,200
Asset Proceeds	8,578	25,000	5,000	25,000
Lease Income	435,459	350,779	399,240	399,240
TOTAL REVENUES	47,875,062	56,542,804	54,969,214	74,174,768
Beginning Cash/Fund Balance	20,508,179	23,342,204	20,586,557	20,986,391
TOTAL SOURCES	\$ 68,383,241	\$ 79,885,008	\$ 75,555,771	\$ 95,161,158
EXPENDITURES & USES:				
OPERATING EXPENDITURES				
Public Transit - RTC RIDE	\$ 25,769,143	\$ 31,018,516	\$ 27,217,338	\$ 37,010,617
Paratransit - RTC ACCESS	9,032,467	9,741,455	8,824,312	10,937,051
TOTAL OPERATING EXPENDITURES	34,801,610	40,759,971	36,041,650	47,947,668
NON-OPERATING EXPENDITURES				
Capital Outlay - Public Transit - RTC RIDE	12,518,691	16,598,439	18,347,731	30,718,839
Capital Outlay - Paratransit - RTC ACCESS	176,383	2,800,000	-	2,880,000
TOTAL NON-OPER. EXPENDITURES	12,695,074	19,398,439	18,347,731	33,598,839
TOTAL EXPENDITURES	47,496,684	60,158,410	54,389,381	81,546,507
Operating Transfers Out	300,000	210,000	180,000	210,000
TOTAL EXPENDITURES AND OPER. TRANSFERS OUT	47,796,684	60,368,410	54,569,381	81,756,507
ENDING CASH/FUND BALANCE:				
Restricted for Federal Grant Match	2,500,000	3,500,000	3,500,000	3,500,000
Restricted for Self Insurance	250,000	250,000	250,000	250,000
Restricted for Transit Operations	17,836,557	15,766,599	17,236,391	9,654,651
TOTAL ENDING CASH/FUND BALANCE	20,586,557	19,516,599	20,986,391	13,404,651
TOTAL USES	\$ 68,383,241	\$ 79,885,008	\$ 75,555,771	\$ 95,161,158

4/4/19 11:37 AM

REGIONAL TRANSPORTATION COMMISSION
MPO
TENTATIVE BUDGET
FOR FISCAL YEAR ENDING JUNE 30, 2020

	FISCAL YEAR 2018 ACTUAL	FISCAL YEAR 2019 BUDGET	FISCAL YEAR 2019 ESTIMATED	FISCAL YEAR 2020 BUDGET
REVENUES & SOURCES:				
Investment Income	\$ 977	\$ 7,500	\$ 8,000	\$ 8,000
FHWA - Planning	965,572	2,915,490	943,016	3,228,236
Miscellaneous	-	1,000	500	1,000
Asset Proceeds	-	-	-	-
TOTAL REVENUES	966,549	2,923,990	951,516	3,237,236
Operating Transfers In - Sales Tax	300,000	210,000	180,000	210,000
Operating Transfers In - Fuel Tax	1,360,000	1,190,000	1,020,000	1,190,000
TOTAL REVENUES & OPERATING TRANSFERS	2,626,549	4,323,990	2,151,516	4,637,236
Beginning Cash/Fund Balance	776,815	490,644	1,177,352	198,285
TOTAL SOURCES	\$ 3,403,364	\$ 4,814,634	\$ 3,328,868	\$ 4,835,521
EXPENDITURES & USES:				
OPERATING EXPENDITURES				
Transportation Services - MPO	\$ 2,226,012	\$ 4,386,081	\$ 3,130,583	\$ 4,683,913
TOTAL OPERATING EXPENDITURES	2,226,012	4,386,081	3,130,583	4,683,913
NON-OPERATING EXPENDITURES				
Capital Outlay - MPO	-	-	-	-
TOTAL NON-OPER. EXPENDITURES	-	-	-	-
TOTAL EXPENDITURES	2,226,012	4,386,081	3,130,583	4,683,913
ENDING CASH/FUND BALANCE:				
Restricted for Federal Grant Match	1,177,352	428,553	198,285	151,608
TOTAL ENDING CASH/FUND BALANCE	1,177,352	428,553	198,285	151,608
TOTAL USES	\$ 3,403,364	\$ 4,814,634	\$ 3,328,868	\$ 4,835,521
4/4/19 11:37 AM				

**REGIONAL TRANSPORTATION COMMISSION
 FY 2020 CAPITAL & GRANT BUDGET
 FOR FISCAL YEAR ENDING JUNE 30, 2020**

PROJECT DESCRIPTION	FEDERAL AMOUNT	LOCAL MATCH	TOTAL BUDGET AMOUNT
RTC RIDE - ELECTRIC BUSES (17)	\$ 16,150,000	\$ 850,000	\$ 17,000,000
ELECTRIC BUS CHARGERS AND INSTALLATION	3,000,000	750,000	\$ 3,750,000
TERMINAL WAY REMODEL	2,560,000	640,000	\$ 3,200,000
RTC RIDE - VIRGINIA STREET BUSES (2)	1,145,500	1,278,601	\$ 2,424,101
PARATRANSIT VANS - CNG (17)	1,640,000	410,000	\$ 2,050,000
BUS SHELTERS, ADA IMPROVEMENTS, STOP AMENITIES	1,183,626	295,906	\$ 1,479,532
VILLANOVA UPGRADES (REPLACEMENTS)	1,113,000	237,000	\$ 1,350,000
RTC RIDE - FAREBOXES & BUS ACCESSORIES	387,594	96,899	\$ 484,493
COMPUTER HARDWARE & SOFTWARE	376,570	94,143	\$ 470,713
CNG COMPRESSOR	360,000	90,000	\$ 450,000
SUTRO GENERATOR	240,000	60,000	\$ 300,000
SUSTAINABILITY PROJECTS	240,000	60,000	\$ 300,000
CAPITAL PROJECT DESIGN CONSULTING	80,000	20,000	\$ 100,000
ELECTRIC BUS BATTERY STORAGE STUDY	80,000	20,000	\$ 100,000
NON-REVENUE CNG SUPPORT VEHICLES (2)	64,000	16,000	\$ 80,000
RTC RIDE INFOTRANSIT EQUIPMENT	48,000	12,000	\$ 60,000
TOTAL	\$ 28,668,291	\$ 4,930,549	\$ 33,598,839



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

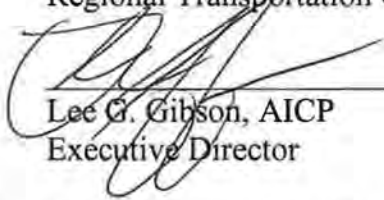
Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 8.2

TO: Regional Transportation Commission

FROM:



Lee G. Gibson, AICP
Executive Director

SUBJECT: Legal Counsel Report

The monthly Regional Transportation Commission (RTC) agenda includes a standing item for staff and legal counsel to provide information on any legal issues facing the RTC. This allows the Board to discuss such issues and provide direction to staff or take action as necessary.

The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened.



REGIONAL TRANSPORTATION COMMISSION

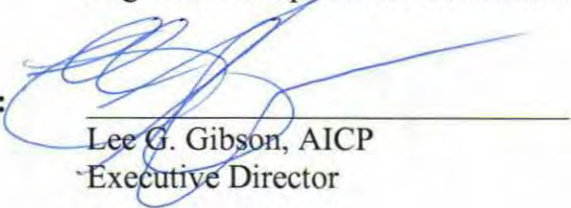
Metropolitan Planning · Public Transportation & Operations · Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 9

TO: Regional Transportation Commission

FROM: 

Lee G. Gibson, AICP
Executive Director

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.

LGG/dt